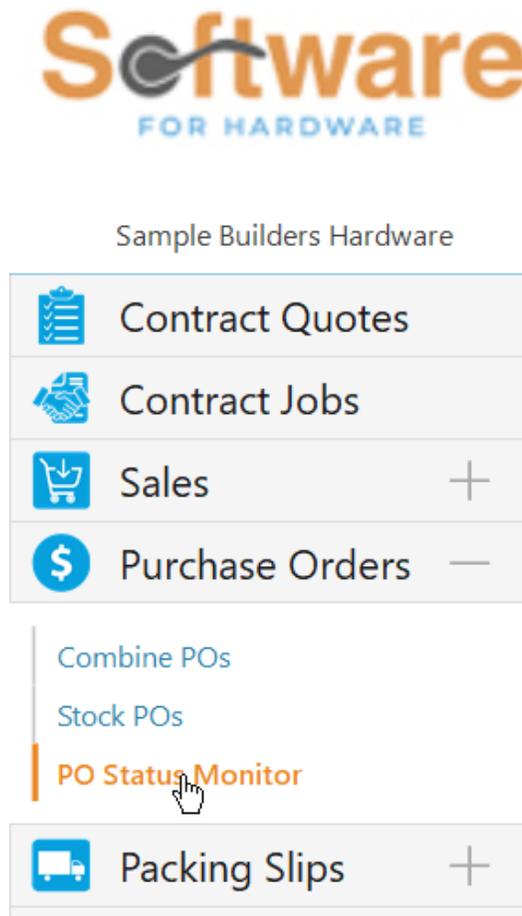


## Sort by Color in PO Status Monitor

Color-coded columns in the PO Status Monitor, such as *Acknowledge Date* and *Shipping Confirmation* can now be sorted by color. This visual enhancement groups by color giving the user an at-a-glance view of purchase orders that might need immediate attention.

### How it works:

1. Launch Software for Hardware and from the Logo screen click the *Purchase Orders* menu selection.
2. Click the *PO Status Monitor* submenu selection. **Note:** you can also access the PO Status Monitor from within a Contract Job.



3. This action opens the PO Status Monitor.
4. Below the search boxes located in the lower left of the screen you will see a dropdown combo box entitled, *Sort by*. Select *BackColor* from the choices.



