

Instructions for Schedule Sales Query

- To access the Schedule Sales Query page go to <http://ssq.gsa.gov>.
- Click on Create Report on the left-hand side of the screen.

The screenshot shows the Schedule Sales Query homepage in Internet Explorer. The browser title is "Schedule Sales Query - Windows Internet Explorer provided by General Services Administration". The address bar shows "https://ssq.gsa.gov/". The page features a GSA logo and a "Skip Navigation" link. A sidebar on the left contains "SSQ Menu Items" with links for "Create Report", "Privacy Statement", "FAQ", "Online Feedback", "Contact Us", "Useful Links", "VSC Home", and "SSQ Home". A red arrow points to the "Create Report" link. The main content area includes a paragraph explaining the SSQ tool, a paragraph about the Schedule Sales Query reports, and a "News Last Updated: February 17, 2011" section. The news section lists two updates: "Thursday, February 17, 2011" with "FY 2011 Sales: (3:45:00 PM EST)" and "Wednesday, November 24, 2010" with "FY 2010 Sales: (3:30:00 PM EST)". The taskbar at the bottom shows the Start button, several application icons, and the system tray with the time "10:18 AM Tuesday".

Description: This is a screenshot of the Schedule Sales Query homepage with a red arrow pointing to the “create report” button located on the upper left hand side of the screen.

- Skip the next page by clicking Proceed.

Schedule Sales Query Request Step 1 of 3 - Windows Internet Explorer provided by General Services Administration

https://ssq.gsa.gov/entry.cfm

File Edit View Favorites Tools Help

Links Arlington Sport ATT.NET - Email, News, Sports, Entertainment and Games Baby Webcam - Orb 2.0 Ceely's Modern Usage Don't Make This Everyday Mistake Every Day Flickr Free Calorie Counter, Diet & Exercise Journal MyFitnessPal.com Frost Bank Google Google Maps

Schedule Sales Query Request Step 1 of 3

Schedule Sales Query

GSA

[Skip Navigation](#)

SSQ Menu Items

- [Create Report](#)
- [Privacy Statement](#)
- [FAQ](#)
- [Online FeedBack](#)
- [Contact Us](#)
- [Useful Links](#)
- [VSC Home](#)

Schedule Sales Query Report Generation System

Step 1 of 3

Your Name:

Your Company Name:

Your E-mail Address:

Your Telephone No:

This information is voluntary and used for statistical data.
If you do not wish to provide us with this information, press the "Proceed" button.
Please see our [Privacy Statement](#) regarding this data.

ReportSelection.cfm

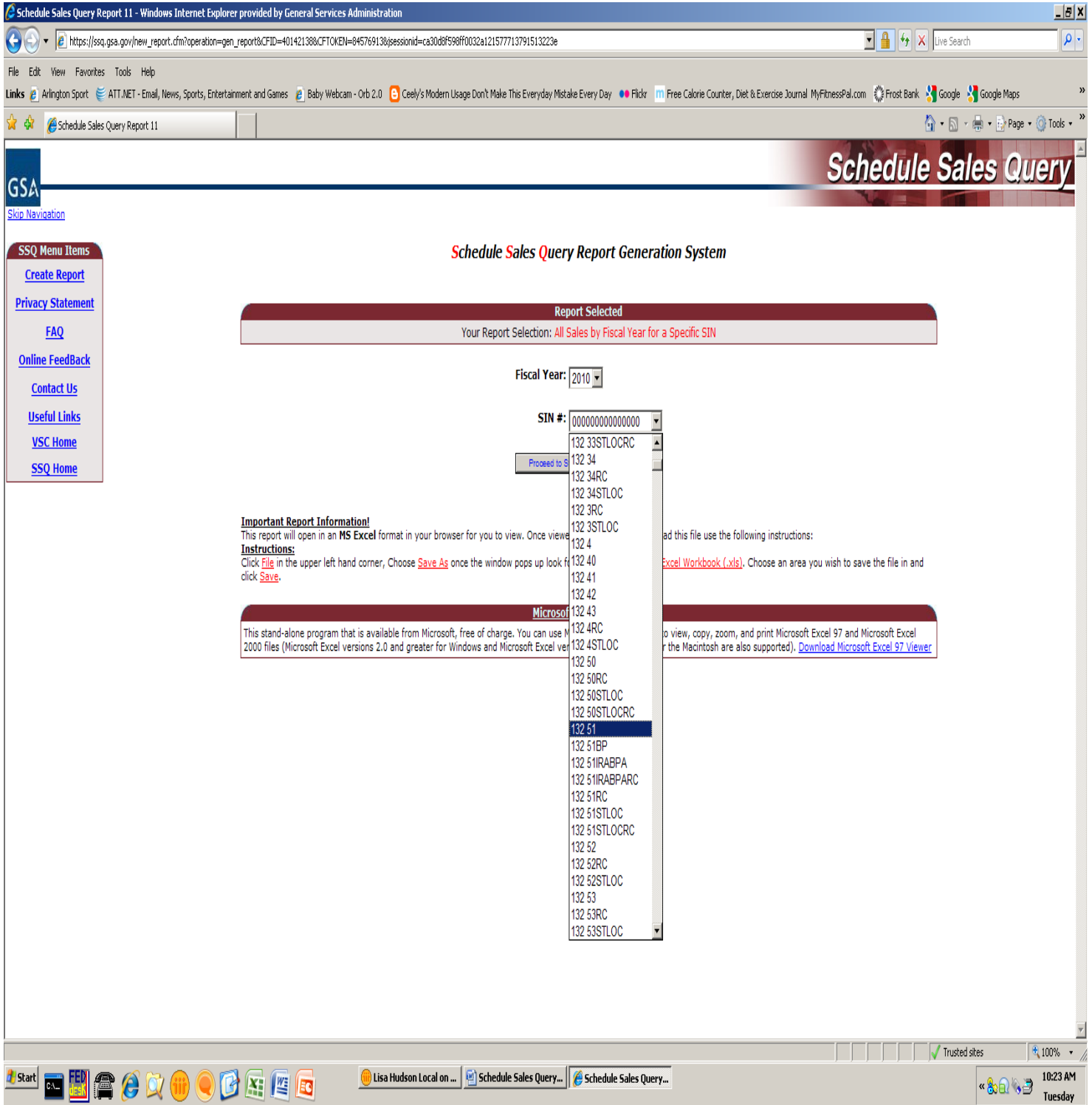
Trusted sites 100%

Start Lisa Hudson Local on ... Schedule Sales Query... Schedule Sales Query...

10:20 AM Tuesday

Description: This is a screenshot of the Schedule Sales Query Report Generation System Step 2 of 3 with a red arrow pointing to the report 11, “All Sales by Fiscal Year for a Specific SIN Number” button. It is located at the bottom of the report listing.

- Select the Fiscal Year and SIN #, and click Proceed to Step 3.



Description: This is a screenshot of the Schedule Sales Query Report Generation System showing the report section “All Sales by Fiscal Year for a Specific SIN”. There is a dropdown box allowing you to select a particular fiscal year and another dropdown box allowing you to select a SIN. Once these have been selected click “Proceed to Step 3”.

- Click Proceed to the Final Step. You can either save or open the report.

The screenshot displays the 'Schedule Sales Query Report Generation System' interface. At the top, the browser title is 'Schedule Sales Query - Windows Internet Explorer provided by General Services Administration'. The address bar shows 'https://ssq.gsa.gov/new_report1.cfm'. The page header includes the GSA logo and the title 'Schedule Sales Query'. A sidebar on the left lists 'SSQ Menu Items' such as 'Create Report', 'Privacy Statement', 'FAQ', 'Online Feedback', 'Contact Us', 'Useful Links', 'VSC Home', and 'SSQ Home'. The main content area features a 'Report Information' section with the text: 'Your Report Selection: All Sales by Fiscal Year for a Specific SIN'. Below this, it states 'Fiscal Year: 2010' and 'The report selected is for SIN: 132 51 under Schedule: 70'. An 'Important Report Information' section provides instructions for downloading the report in MS Excel format. A 'Schedule Sales Query Disclaimer Notice' is also present. At the bottom, there are two buttons: 'Proceed to the Final Step' and 'Cancel Requested Report'. A large red arrow points to the 'Proceed to the Final Step' button. The Windows taskbar at the bottom shows the Start button, several application icons, and the system tray with the time '10:25 AM Tuesday'.

Description: This is a screenshot of the Schedule Sales Query Report Generation System. It is displaying the information regarding the fiscal year and SIN for the report selected. At the bottom of the page there are two buttons, click the one on the left that says “Proceed to the Final Step”.

- Review report. You can find contractors by name by using the Edit, Find function or Ctrl F.

The screenshot shows a Microsoft Excel spreadsheet with a list of contractors. The 'Find and Replace' dialog box is open, with 'Dell' entered in the 'Find what' field. A red arrow points to the 'Dell' entry in the spreadsheet.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
469	RESEARCH ANALYSIS AND MAINTENANC	GS35F4596G	\$2,410,279.00																
470	D & S CONSULTANTS, INC.	GS35F0061M	\$2,401,927.00																
471	PRO-TELLIGENT, LLC	GS35F0498L	\$2,396,269.00																
472	ALLIED TECHNOLOGY GROUP, INC.	GS35F0079J	\$2,391,546.00																
473	ENTERPRISE INTEGRATION, INC.	GS35F0557L	\$2,383,416.00																
474	DYNANET CORPORATION	GS35F5863H	\$2,374,832.00																
475	TRIUNE SOFTWARE INC	GS35F0346K	\$2,367,644.00																
476	HORIZON INDUSTRIES, LIMITED	GS35F0437M	\$2,362,484.00																
477	SABIOSO INC.	GS35F4491G	\$2,356,696.00																
478	ETELIC INC	GS35F0074U	\$2,356,393.00																
479	T F S GROUP I	GS35F5565H	\$2,320,141.00																
480	CAPITAL CITY TECHNOLOGIES LLC	GS35F0363T	\$2,317,015.00																
481	JORGE SCIENTIFIC CORPORATION	GS35F0542J	\$2,309,997.00																
482	BMC SOFTWARE DISTRIBUTION INC	GS35F5237H	\$2,308,344.00																
483	AEGIS.NET INC	GS35F0125S	\$2,299,192.00																
484	L. A. SYSTEMS, INC.	GS35F5352H	\$2,294,565.00																
485	OMNITEC SOLUTIONS, INC.	GS35F0579N	\$2,293,647.00																
486	VALDEZ INTERNATIONAL CORPORATION	GS35F0341T	\$2,261,025.00																
487	DELL FEDERAL SYSTEMS L.P.	GS35F0884P	\$2,253,961.00																
488	EDGESOURCE CORPORATION	GS35F0235T	\$2,251,990.00																
489	COMTER SYSTEMS, INC.	GS35F0323L	\$2,247,224.00																
490	CONSOLIDATED SAFETY SERVICES INC	GS35F0623K	\$2,240,588.00																
491	OASIS SYSTEMS, INC.	GS35F0528R	\$2,221,398.00																
492	RONALD WALKER ASSOCIATES II, INC	GS35F0112J	\$2,209,399.00																
493	WOOD CONSULTING SERVICES, INC.	GS35F0618N	\$2,199,764.00																
494	FOUR POINTS TECHNOLOGY, L.L.C.	GS35F0553P	\$2,198,790.00																
495	KBM GROUP INC	GS35F5217H	\$2,187,291.00																
496	TECHNOMICS INC.	GS35F0168K	\$2,176,938.00																
497	COMPUTER BUSINESS METHODS INC	GS35F0441J	\$2,165,646.00																
498	K4 SOLUTIONS, INC	GS35F0075U	\$2,160,265.00																
499	INDUS SECURE NETWORK SOLUTIONS,	GS35F0061P	\$2,157,230.00																
500	INNOVATECH, INC.	GS35F0634N	\$2,152,371.00																
501	MIRATEK CORP	GS35F0565K	\$2,141,578.00																
502	ADVANCED TECHNOLOGY INTERNATIONA	GS35F0288M	\$2,138,104.00																
503	DAKOTA CONSULTING INCORPORATED	GS35F0013U	\$2,136,406.00																
504	QFLOW SYSTEMS, LLC	GS35F0167M	\$2,134,034.00																
505	ADVANCED DATATOOLS CORPORATION	GS35F0194N	\$2,124,043.00																

Description: This is a screenshot of an Excel document displaying the report pulled from the Schedule Sales Query Report Generation System. The report lists contractors by name and they can be searched using the Ctrl-F command.