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checklists

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Finance Checklists

Breadcrumbs > Breadcrumbs

Include the short page introduction here.

Modify a record:

Select a student

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

/*Inline folded include*/

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

**NOTE:

Other functions and features:

	Delete a row. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.