Set up purchasing credit card data

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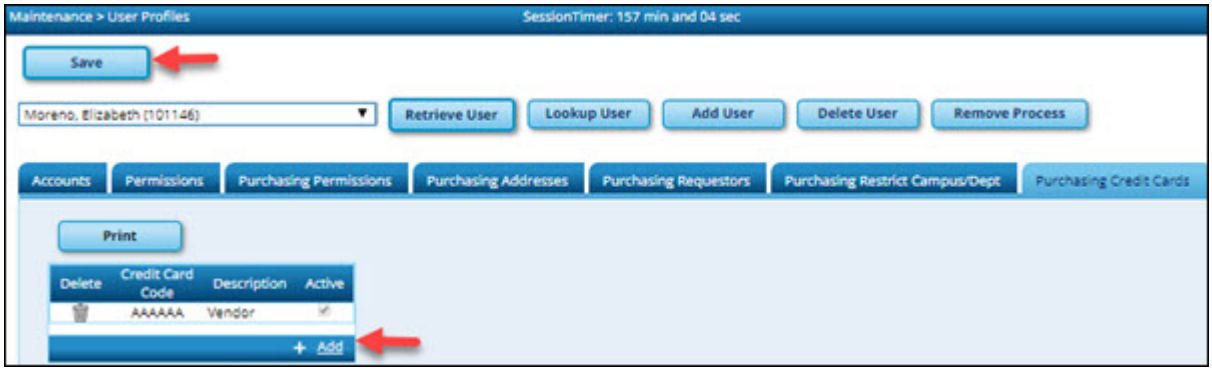
District Administration > Maintenance > User Profiles > Purchasing Credit Cards

If your LEA uses the credit card functionality and has existing credit card codes on the Finance > Tables > Credit Card Codes tab, you can assign those credit card codes to individual users. This allows users to select from a list of active and assigned credit card codes when entering requisitions on the Purchasing > Maintenance > Create/Modify Requisition and Create/Modify Contract Requisition pages.

Image



Note: The credit card codes on this tab can only be edited on the Finance > Tables > Credit Card Codes page.