



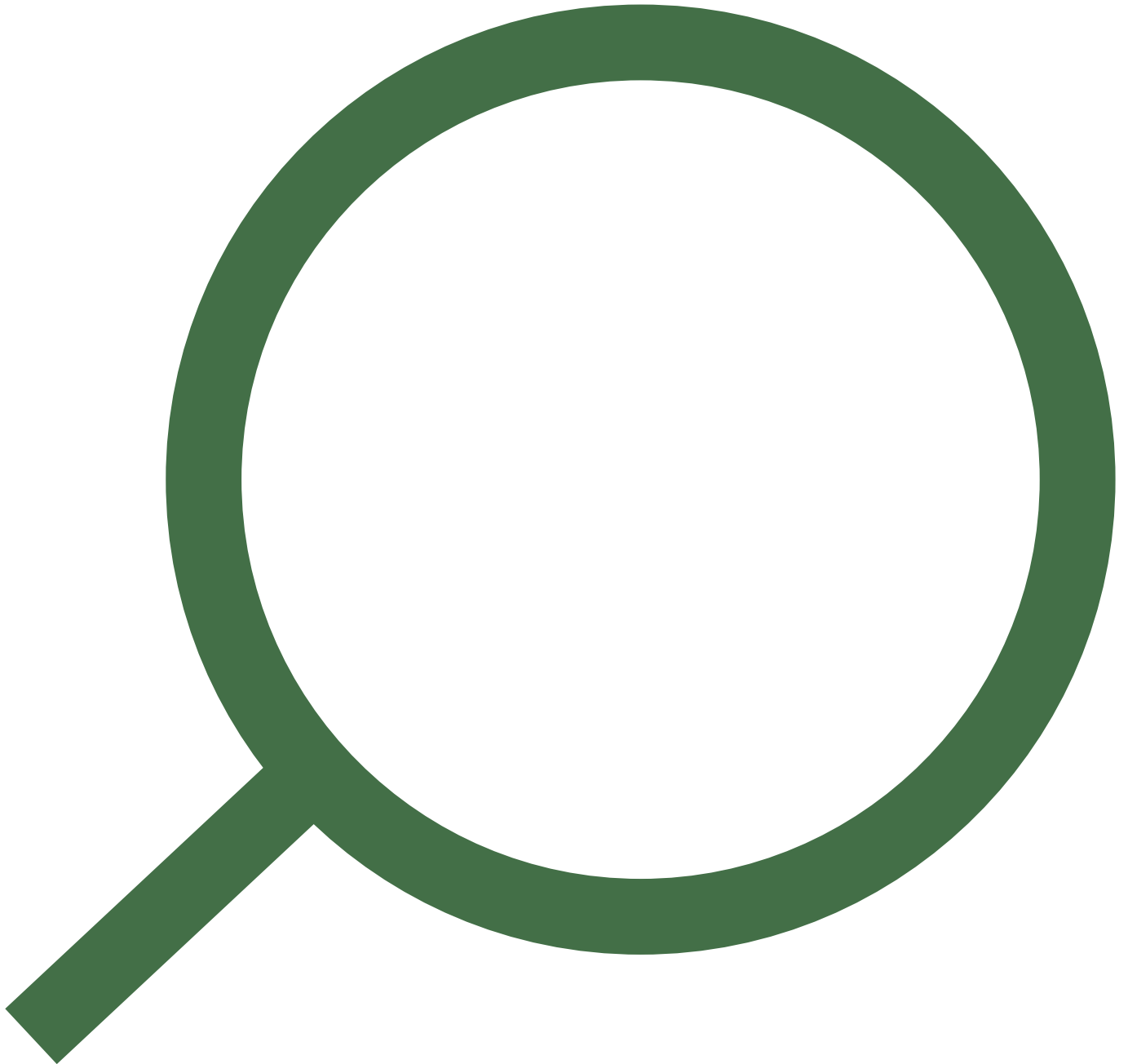
Spyglass Icon

Table of Contents

Spyglass Icon


The spyglass icon is used on several pages to view additional details for a record.



Click



to view additional details. The details are displayed in various ways depending on the application page. On some pages, a pop-up window is displayed with the corresponding details, and on other pages, additional details might be displayed in a different grid as seen in the below example.

Requisition Information

 **Reqs** **Req Nbr** **PO Nbr** **Requestor** **Date Requested** **Campus/Dept** **Vendor Nbr** **Vendor Name** **Bid Category** **Amount** **Status** **Req Per** **Priority** **Reason** **Or**

	013964	181964		09-14-2020	003 - 003 School	95000	123 EZ TEES INC		100.00	Approved	04	Regular		GO
	013970	181968		04-13-2021	001 - 001 School	95000	123 EZ TEES INC		10.00	Approved	04	Regular		GO

First ◀ 1 ▼ / 1 ▶ Last

Requisition Nbr: 013964

Note	Accounts	Item	Item Apprvl Stat	Item Recv Stat	Catalog Nbr	Description	Unit of Issue	Unit Price	Quantity	Sub Total	Discount %	Discount Amount	Freight E
	Accounts	001	Approved	Partial shipment recvd	ABC	School boxes	1N - Count	10.00000	10.00	100.00	0.00%	0.00	Y

Approval Path

Sequence	Approval User	Title	Alternate User	Print name
1		UNDEFINED		Y
2		UNDEFINED		N
9		UNDEFINED		N
10		UNDEFINED		Y
11		UNDEFINED		Y



Back Cover