



warehouse_approve_requisition_path

Table of Contents

Click to display the Approval Path page, which allows you to insert an approver.

- Under **Insert Approver**:
 - Click **Before** or **After** to indicate where the inserted approver will be placed.
 - In the **Approver** field, click ▼ to select an approver.
- Click **OK** to save the inserted approver and close the window.
- Click **Cancel** to close the window without inserting an approver.

Notes:

- If a row is inserted above your name and you select an approver/alternate and click **OK**, the requisition is available to the new approver. When he approves it, the requisition is then available to you for approval. A new approver/alternate cannot be inserted above a Sequence 00 Approver Name (originator/requestor). A row can only be inserted above the logged-on approver/alternate.
- Only users who are set up in Security Administration with the proper permissions are displayed in the drop down.



Back Cover