

Oracle Purchasing Using a Foundation Account



MUG Meeting

4-15-04

Enter Foundation Account Number

Distributions (University of Northern Iowa) - [New]

Accounts Project

Num	Quantity	Charge Account	Recovery Rate	GL Date	Budget Account
1	10			15-APR-2004	

Enter Here

Account Description

Charge

Accrual

Budget

Variance

Descriptive Flexfield

Select Foundation Expense

Distributions (University of Northern Iowa) - [New]

Accounts Project

Num	Quantity	Charge Account	Recovery Rate	GL Date	Budget Account	[]
1	10	9405.00.40011.62010.0000.00.01		15-APR-2004	9405.00.40011.62010.	

Requisition Distributions

Type of expense

Type of expense

Find %

Type of expense	Description
None	Not a special expense
Physical Plant expense	The expense is for physical plant
UNI Foundation/Alumni expense	The expense is charged to foundation/alumni

Find OK Cancel

Click Descriptive Flexfield

Select

Enter 6 digit Foundation

Requisition Distributions

Type of expense **UNI Foundation/Alumni expense** The expense is charged to

UNI Foundation/Alumni Account

Enter

OK Cancel Clear Help

Approve Selecting Foundation Routing

OS/CLP
Approve Document (University of Northern Iowa) - 22338

Num
Descript
Items
Num
Des

Reserve
 Unreserve Unreserve Date

Submit for Approval
 Forward Forward From: **Whitt, Patricia B**

Approval Path: **UNI Foundation Routing**

Forward To: **Mark, Marty L**

Note

Approval Paths

Find: UNI %

Approval Path
UNI Foundation Routing
UNI Purchasing Master

OK Cancel

Find OK Cancel

Click

Select

Don't Change "Forward To"

OS&ELF
Approve Document (University of Northern Iowa) - 22338

Reserve
 Unreserve Unreserve Date

Submit for Approval
 Forward Forward From **Whitt, Patricia B**
Approval Path **UNI Foundation Routing**
Forward To **Mark, Marty L**

Note

Print

Employees

Enter a partial value to limit the list, % to see all values.
Warning: Entering % to see all values may take a very long time. Entering criteria that can be used to reduce the list may be significantly faster.

Find

Name	Employee Number
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