

How to change a Requisition

Once you complete a requisition you can no longer make changes to it without denying the document and setting it back to incomplete. This can be done anytime before the final approval. To do this, you will need to have the next approver deny the requisition, or you can go to **FOADOCU** and deny it. Purchasing cannot change requisitions, nor can they deny them.

Oracle Developer Forms Runtime - Web: Open > FOADOCU

File Edit Options Block Item Record Query Tools Help

Document by User FOADOCU 7.0 (FINTEST)

Original User ID: MINERJE COA: U Fiscal Year: 07 Document Type: REQ Document:

Status: Activity Date From: Activity Date To:

Status	Document Type	Document Code	Change Sequence	Submission	Description	Activity Date	Document Amount	Deny Document
A	REQ	R0027661			Jeana Miner	04-AUG-2006	50.00	
A	REQ	R0027662			Jeana Miner	04-AUG-2006	100.00	
I	REQ	R0027665			Jeana Miner	10-AUG-2006	.00	
A	REQ	R0027668			Jeana Miner	10-AUG-2006	50.00	
C	REQ	R0027669			Jeana Miner	10-AUG-2006	450,000,000.00	
A	REQ	R0027673			Jeana Miner	15-AUG-2006	265.00	
I	REQ	R0027693			Chair Academy	31-AUG-2006	1,500.00	
I	REQ	R0027700			Jeana Miner	31-AUG-2006	10.00	
A	REQ	R0027705			Jeana Miner	11-SEP-2006	20.00	
A	REQ	R0027706			Jeana Miner	11-SEP-2006	20.00	
A	REQ	R0027707			Klay Anderson Audio	14-SEP-2006	100.00	
A	REQ	R0027711			Monster Bread Inc	22-SEP-2006	900.00	
I	REQ	R0027722			Fifth Avenue Tuxedos	26-SEP-2006	256.00	

FRM-41035: Cannot set NAVIGABLE attribute of non-enabled item FOVDOCU.DENY_BTN.
Record: 5/13 | | ... | | <OSC>