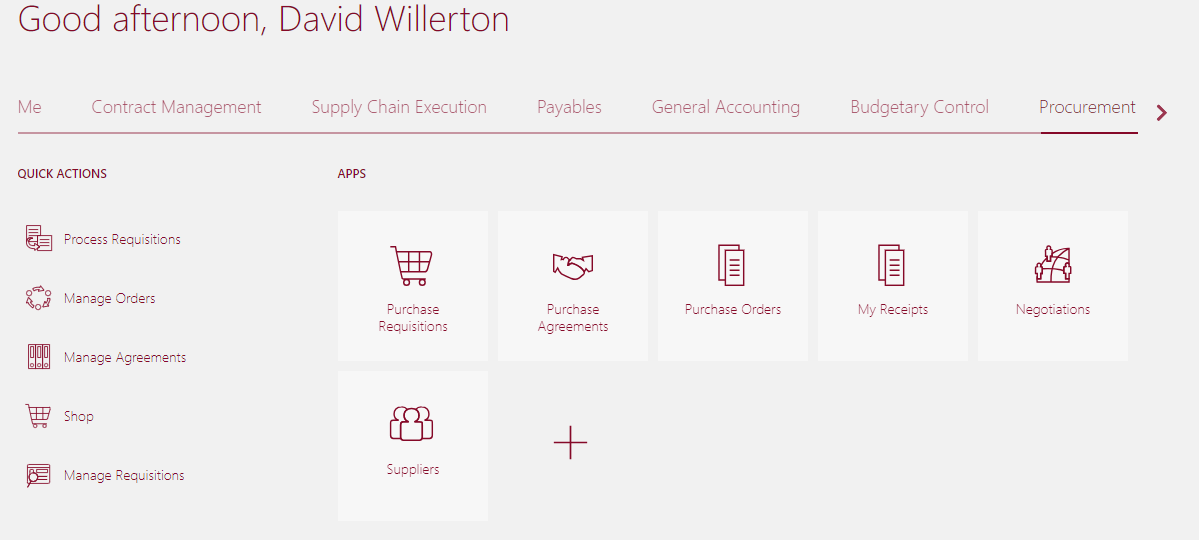
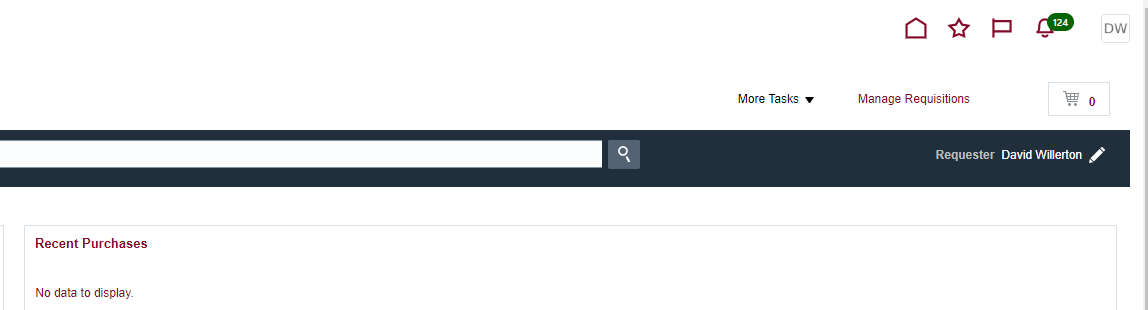
**How to View Your Requisitions:**

* Under the Procurement tab, click Purchase Requisitions:



* Select Manage Requisitions:



* Enter your name in the Entered By field.
* Click Search:



* You can also search using different criteria, but at least one required field (\*\*) will need information.