

Browse for a Document Number

Overview

The Document Number Browse pop-up window allows searching for documents in the DPAS catalog.

Navigation

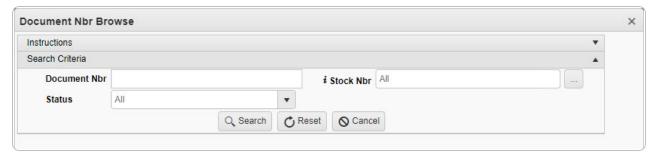
DPAS Warehouse Module > Various Procedural Steps > Ocument NBR Browse pop-up window

Procedures

Browse for a Document Number

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting at any point of this procedure returns all fields to the default "All" setting.

Selecting at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



2. In the Search Criteria box, narrow the results by entering one or more of the following optional fields.

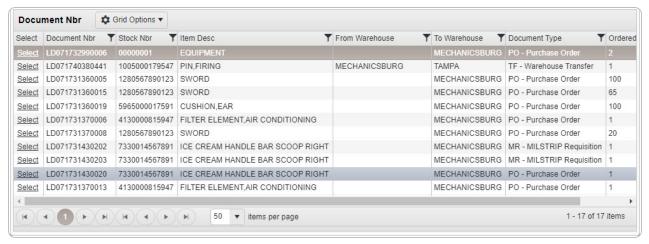
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• Enter the Document NBR in the field provided. This is a 14 alphanumeric character field.



Help Reference Guide

- Use to select the Status.
- Use or to assist with the STOCK NBR entry. This is a 15 alphanumeric character field.
- 3. Select Results display in the DOCUMENT NBR Grid.



4. Choose the Select hyperlink next to the desired DOCUMENT NBR. The **DOCUMENT NBR Browse** pop-up window closes and the selected DOCUMENT NBR appears in the previous screen.