GEARS PROCURE TO PAY ONLINE INQUIRY / REPORTING MATRIX

REQUISITIONS	Name: Requisition Inquiry Type: Online Inquiry GEARS Navigation: Main Menu > Purchasing > Requisitions > Review Requisition Information > Requisitions
	Name: Requisition Document Status Type: Online Inquiry GEARS Navigation: Main Menu > Purchasing > Requisitions > Review Requisition Information > Document Status
	Name: Print Requisition Type: Report GEARS Navigation: Main Menu > Purchasing > Requisitions > Reports > Print Requisition
	Name: Req and PO Budgetary Activity Type: Report GEARS Navigation: Main Menu > Purchasing > Requisitions > Reports > Req and PO Budgetary Activity
VENDORS	Name: Review Vendors Type: Online Inquiry GEARS Navigation: Main Menu > Vendors > Vendor Information > Add/Update > Review Vendors
	Name: Payment History by Vendor (Internal) Type: Report GEARS Navigation: Main Menu > Accounts Payable > Reports > Vendor > Payment History by Vendor
PURCHASE ORDERS	Name: Req and PO Budgetary Activity Type: Report GEARS Navigation: Main Menu > Purchasing > Purchase Orders > Reports > Req and PO Budgetary Activity
	Name: Review Purchase Order (View All Statuses) Type: Online Inquiry GEARS Navigation: Main Menu > Purchasing > Purchase Orders > Review PO Information > Purchase Orders
	Name: PO Activity Summary Type: Online Inquiry GEARS Navigation: Main Menu > Purchasing > Purchase Orders > Review PO Information > Activity Summary
	Name: PO Document Status Type: Online Inquiry GEARS Navigation: Main Menu > Purchasing > Purchase Orders > Review PO Information > Document Status

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