# Wolf Mart Voucher Approval Mobile App

## Tap 'Approvals'

	Stony Brook University   WolfMart 360
~	<b>Approvals</b> Take action on documents waiting for approval
	Receivers
	2 Action Items All the important stuff that requires your attention is right here
Ļ	<b>Notifications</b> Short notes to notify you of activity in the system



## Tap 'Vouchers'

< Approvals	
Requisitions	0
Purchase Orders	0
Vouchers	1

### Tap Voucher Folder

٠	Vouchers		
Folders			
Matching	Exceptions (State) - STB	12	Ø
Merchan	dise Received Date Blank - STB	5	Ø
Non-PO	Approvals (State) - STB	2	0

Tap the desired voucher



### Tap 'Approve'

\*Note: A comment can be added prior to approving. Comments cannot be added as a standalone action and must be added as a part of another action.

# < Review

Folder: My Assigned Voucher Approvals

previous 1 of 1 Results next >

#### Vouchers: 9503136

Owner:	George Bowens
Subtotal:	3,922.99 USD
Terms Discount:	0.00 USD
Discount:	0.00 USD
Tax1:	0.00 USD
Tax2:	0.00 USD
Shipping:	0.00 USD
Handling:	0.00 USD
No. of line items:	1
Suppliers:	Newegg Business
	Incorporated
Assigned To:	Me

#### > Addresses

- > Buyer Information
- > Codes
- > Line Items



Tap 'Return to folder' to return to approval folders

< Review		
Folder: George B	owens	
<pre>¢ previous</pre>	1 of 1 Results	next 📏
Purchase Orde	er: 004943T	
Owner: Total: Discount: Tax1: Tax2: Shipping: Handling: Priority: No. of line items: Success	George Bowens 3,922.99 USD 0.00 USD 0.00 USD 0.00 USD 0.00 USD 0.00 USD Normal 1	
20 A A		
Purchase Or successfully Return to fol		Ø
successfully	! der	٥
successfully Return to fol	! der	0
successfully Return to fol	! der	2

Approvals Receivers

More

Home