SECURITY ROLES

1

Navigation:
PeopleTools > Security > User Profile > Distributed User Profile > Add a New Value > User Roles Tab

PO Inquiry and Reporting users review purchasing information in the Purchasing module. They also run public queries.

ROLES:
BOR PeopleSoft User
ReportSuperUser
BOR_PT_QRY_PRIVATE
BOR_PT_QRY_ALLACCGRPS
BOR_FN_ADMIN_REPORTING
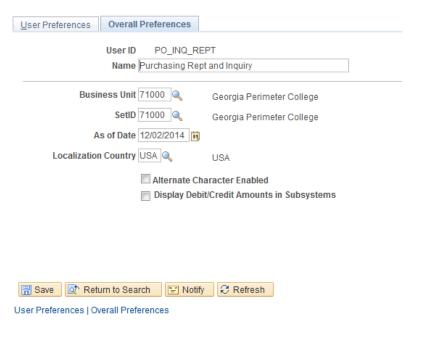BOR_PO_INQUIRY
BOR_PO_REPORTS

USER PREFERENCES

2

Navigation:
Set Up Financials & Supply Chain > Common Definitions >
User Preferences > Define User Preferences > Overall
Preferences

User Preferences	Overall Preferences

User ID   PO_INQ_REPT
Name Purchasing Rept and Inquiry

Business Unit 71000   Georgia Perimeter College
SetID 71000   Georgia Perimeter College
As of Date 12/02/2014
Localization Country USA   USA

☐ Alternate Character Enabled
☐ Display Debit/Credit Amounts in Subsystems

[Save] [Return to Search] [Notify] [Refresh]

User Preferences | Overall Preferences

USER PREFERENCES

3

Navigation:
Set Up Financials & Supply Chain > Common Definitions >
User Preferences > Define User Preferences > Procurement

User Preferences	Procurement

User PO_INQ_REPT   Purchasing Rept and Inquiry
Location PO_MAIN
Origin ONL
Department
Ship To Location
Requester
Buyer

Contract Process	Payables Online Vouchering	Purchase Order Authorizations	Supplier Onboarding
Rebate Authorizations	Receiver / RTV Setup	Supplier Processing Authority	
Request for Quote Process	Requisition Authorizations	Doc Tolerance Authorizations	

[Save] [Return to Search] [Notify] [Refresh]

User Preferences | Procurement