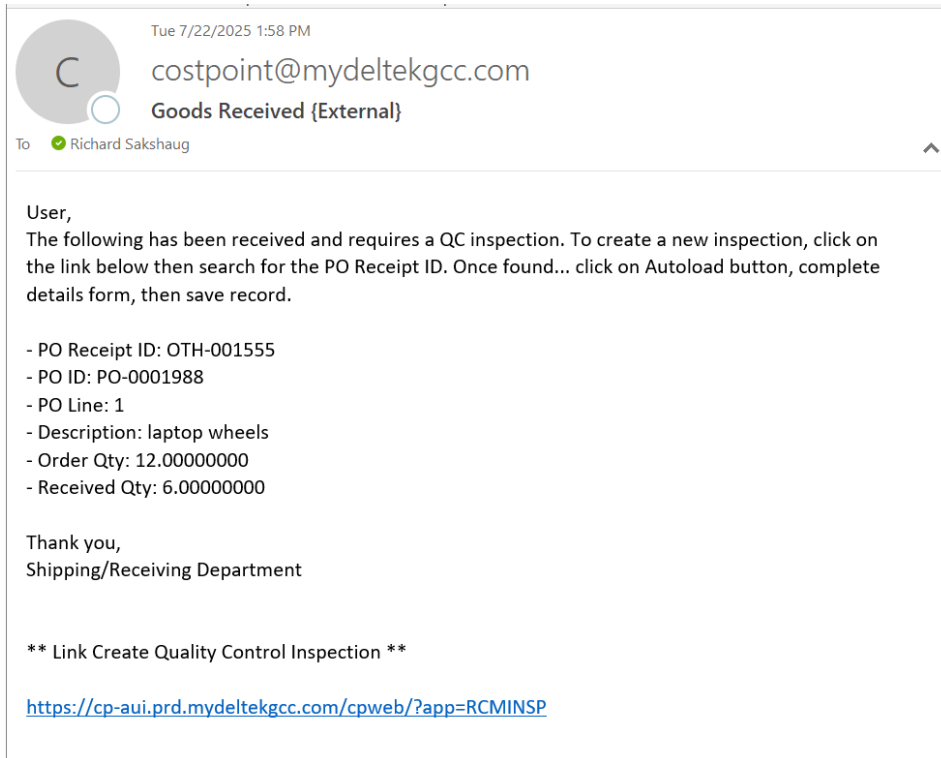
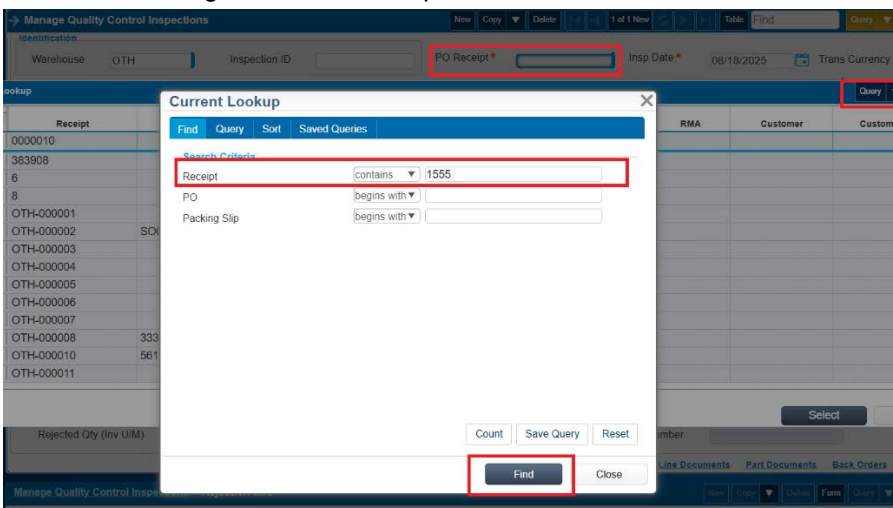


Quality Control Inspections for Goods Received

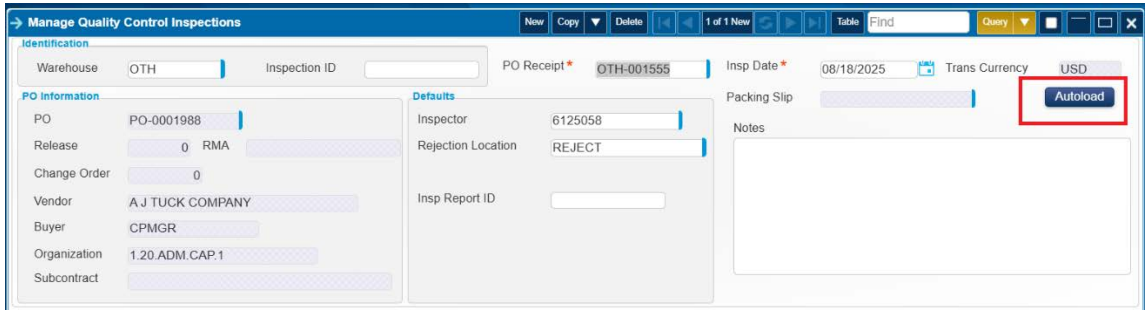
1. For Goods, the additional step of Manage Quality Control Inspections is required to complete the acceptance (or rejection) of received items.
2. Once an amount is received on a PO Receipt ID, an email is generated and sent to the end user that was specified in the "Deliver To" field during the creation of the requisition. The link at the bottom of the email opens the QC Inspection application.



3. Within the Manage Quality Control Inspections screen, the end user will run a search for the PO Receipt ID (as identified in the email) and then click "Autoload."
 - Searching for the PO Receipt ID:

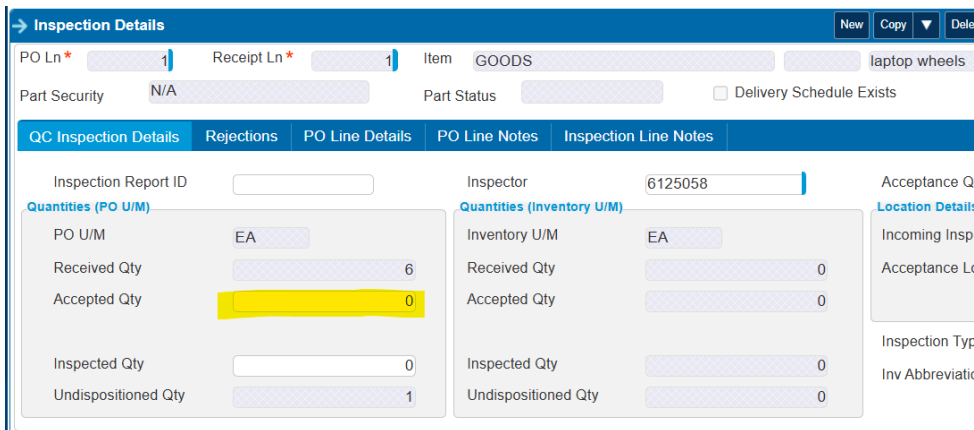


- Once selected, click Autoload:

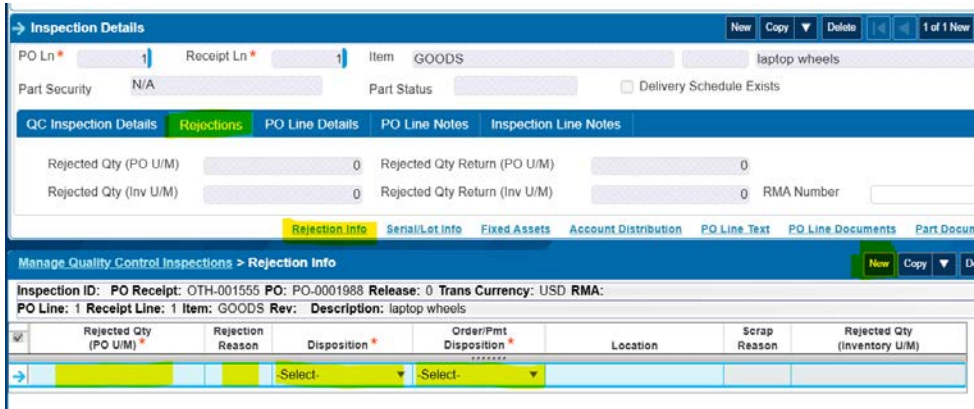


- From there, the end user can populate the "Accepted Qty" field or "Rejected Quantity" field (Rejections tab).

- To Accept:



- To Reject:



- Save the record. This creates a new Inspection ID number and completes the acceptance process.