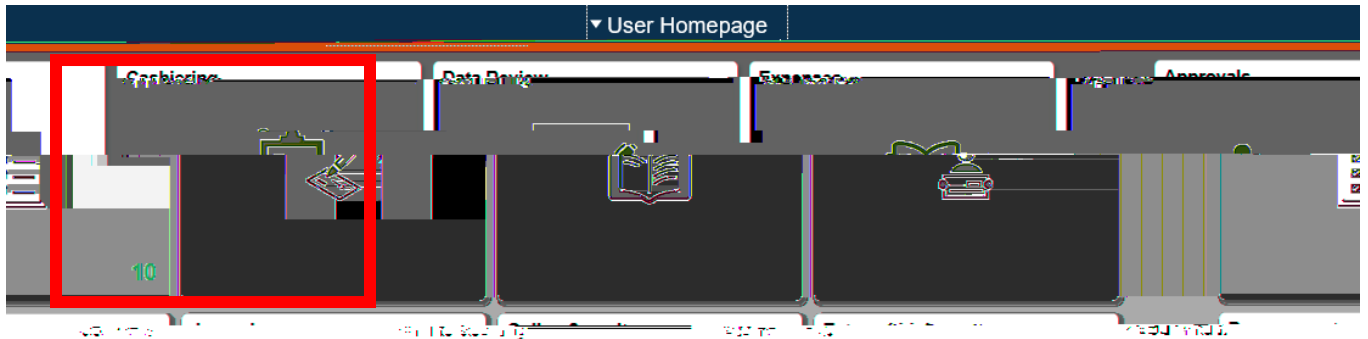


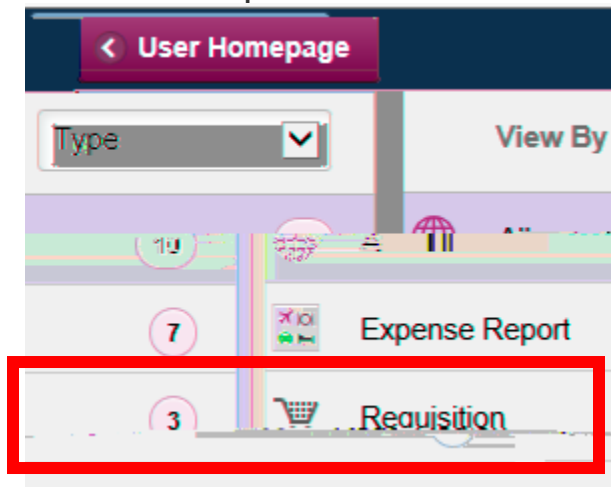
PeopleSoft – Approving Requisitions

1. From the User Home Page, click the **Approvals** tile.



From here, you will see all approvals that you have pending your review.

2. Click on Requisition from the left hand menu



3. Click on the Requisition you want to review



PeopleSoft – Approving Requisitions