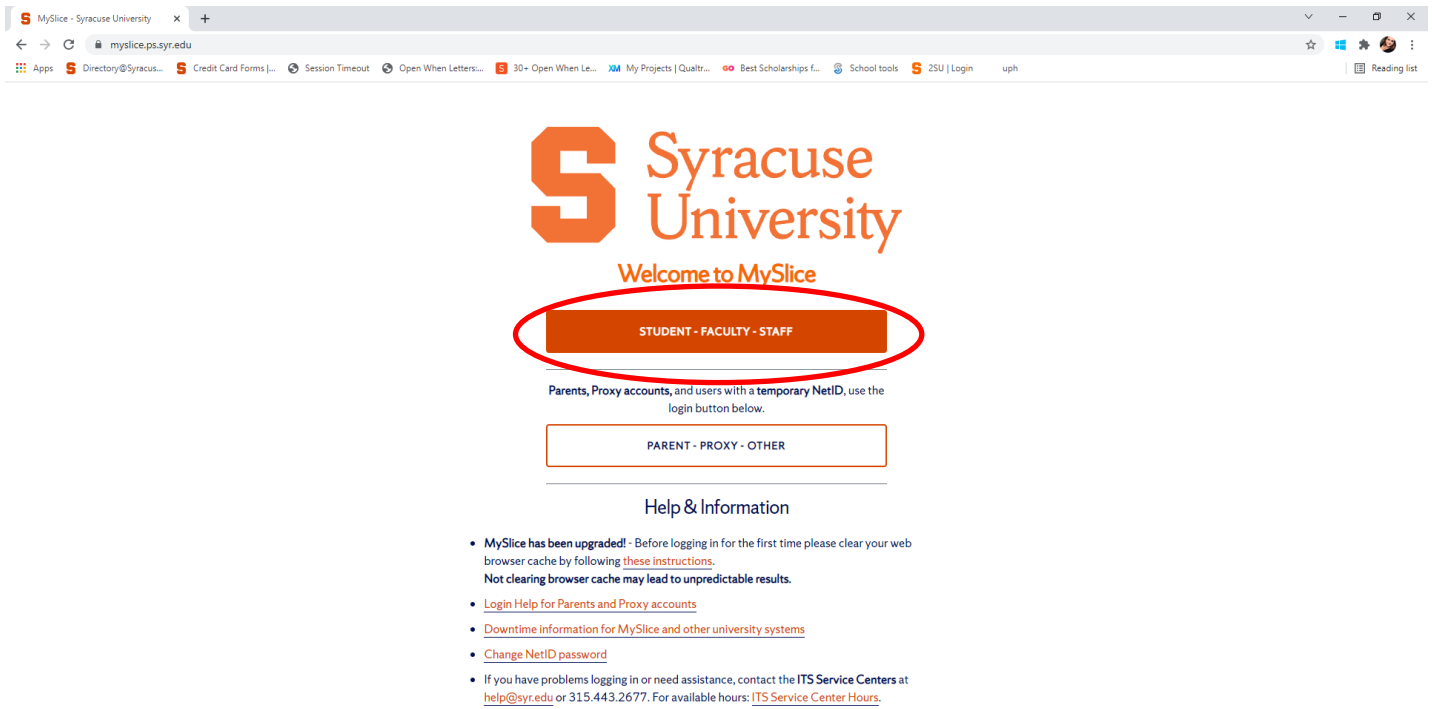
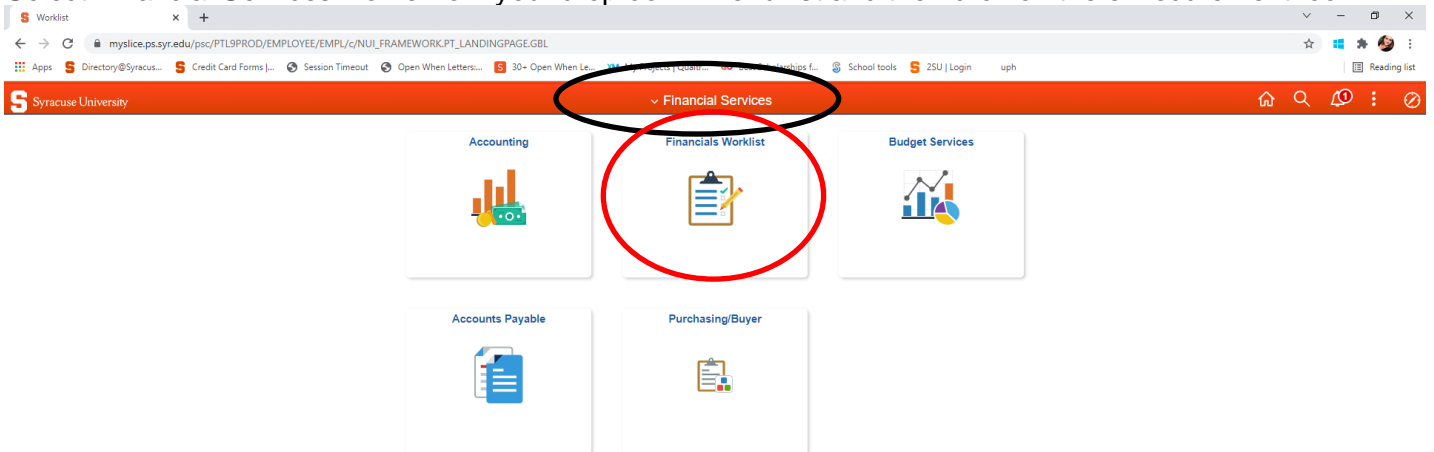


Work Instructions for Viewing your financial worklist functionality in eProcurement

Log in to my slice



Select Financial Services Home from your drop down menu list and then click on the eProcurement Icon



How to view your Financials Worklist

Then Select Worklist

Financials Worklist

myslice.ps.syr.edu/ptl9PROD/EMPLOYEE/ERP/wj/WORKLIST?ICAction=ICViewWorklist&Menu=Worklist&Market=GBL&PanelGroupName=WORKLIST&2=2

Worklist

Worklist for NLSCHAFE: Schafer-Farino, Nicole L

[Detail View](#) Worklist Filters [Feed](#)

Worklist Items

From	Date From	Work Item	Worked By Activity	Priority	Link

[Refresh](#)