

How to Find the Received Date on Parked Documents



Below are the steps on how to find the received date on parked documents.

- 1.) **MIR7** – The Received Date is the very *last* field on the Detail line.
- 2.) **FV60** – Double click on the line item.

St.	G/L acct	Short Text	D/C	Amount in doc. curr.	Loc. curr. amount	T.	Tax jurisdicn code	Assignment
	62050000	Fuel	S ...	10.00	10.00			
	62050000	Fuel	H ...	5.00	5.00			
			S ...	0.00	0.00			
			S ...	0.00	0.00			
			S ...	0.00	0.00			
			S ...	0.00	0.00			
			S ...	0.00	0.00			
			S ...	0.00	0.00			

- 3.) Click on the  button.

Display G/L account item

Menu

G/L Account: 62050000 Fuel
Company Code: SOMS State of Mississippi

Item 2 / Debit entry / 40

Amount: 10.00 USD
Tax code: Calculate tax
 W/o Cash Dscnt

Fund: 2213000000 BP 2015-A1
Cost Center: 1130000002 Grant: NRGRANT
Functional Area: 11300101 Funded Program: NRFP
Funds Center: 1130000002 Commitment Item: 62050000
Earmarked Funds: 0 Done
Purchasing Doc.: 0
Quantity: 0.000
Value Date: 11/10/2014 Due on:
Assignment:
Text:

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4.) Enter the receive date in the field at the bottom of the screen.

A screenshot of a software window titled "Coding Block". The window contains a form with various fields for data entry. The fields are arranged in two columns. The "Received Date" field at the bottom left is highlighted with a red rectangular border. Other fields include Business Area (1130), Cost Center (1130000002), Fund (2213000000 BP 2015-A1), and Commitment Item (62050000).

Business Area	1130	Trdg Part BA	
Cost Center	1130000002		
Order			
Cost Object			
WBS Element			
Personnel No.	0		
Fund	2213000000 BP 2015-A1	Grant	NRGRANT
Partner Fund		Partner Grant	
Funded Program	NRFP		
Functional Area	11300101	Commitment Item	62050000
Funds Center	1130000002		
Earmarked Funds	<input type="checkbox"/> 0 <input type="checkbox"/> Done	Transactn Type	
Sales Order	<input type="checkbox"/> 0 <input type="checkbox"/> 0	Plant	
Material		Real Estate Obj	<input type="checkbox"/>
Privacy Level		HIPPA Indicator	<input type="checkbox"/>
Paymode Act No.		SoMS Account No	
Received Date			