

How to: Receive Material

1. Go to the Business Data menu.

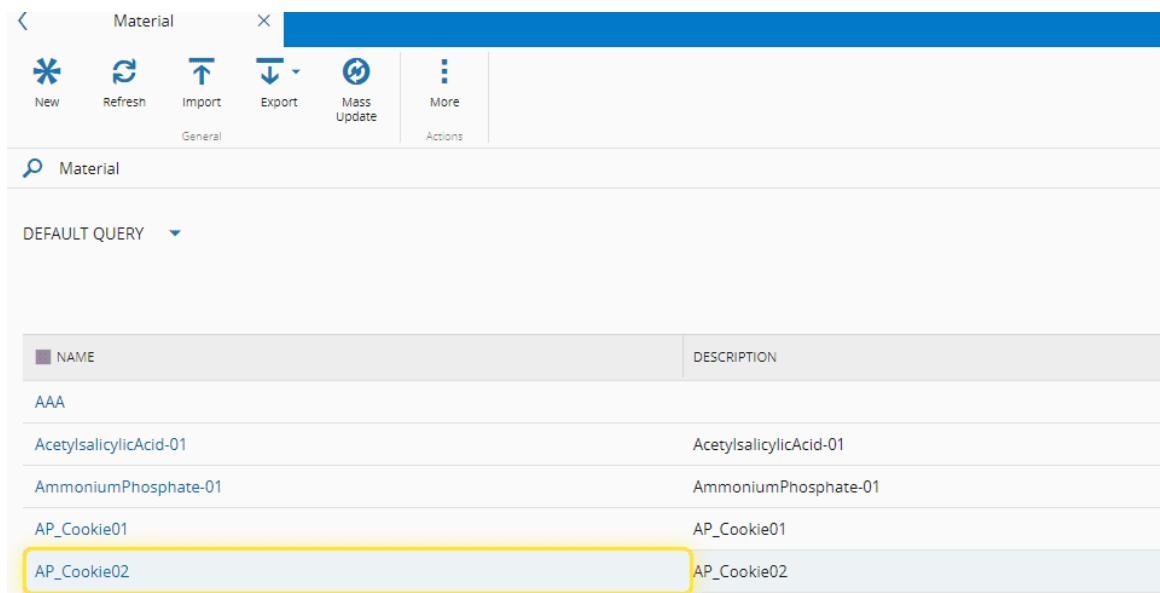


2. Select the Material entity.



3. Select the Material.

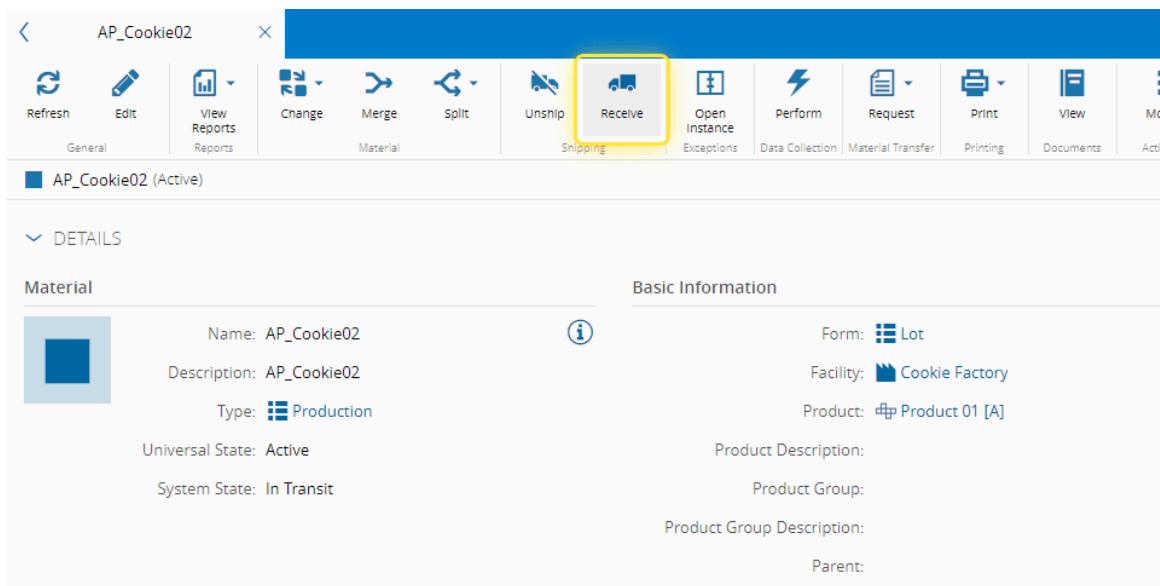
(AP_Cookie02 for this example)



NAME	DESCRIPTION
AAA	
AcetylSalicylicAcid-01	AcetylSalicylicAcid-01
AmmoniumPhosphate-01	AmmoniumPhosphate-01
AP_Cookie01	AP_Cookie01
AP_Cookie02	AP_Cookie02

4. Select Receive on the top ribbon.

For more information, see [Receive Material - Critical Manufacturing Documentation Portal](#)



AP_Cookie02 (Active)	DETAILS
 Name: AP_Cookie02 Description: AP_Cookie02 Type: Production Universal State: Active System State: In Transit	Basic Information Form: Lot Facility: Cookie Factory Product: Product 01 [A] Product Description: Product Group: Product Group Description: Parent:

5. Select the Flow Path and Step. Select Receive.

