



How to: Receive Material

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DOCUMENT ACCESS

Public

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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)

Material

New Refresh Import Export Mass Update More

Material

DEFAULT QUERY

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

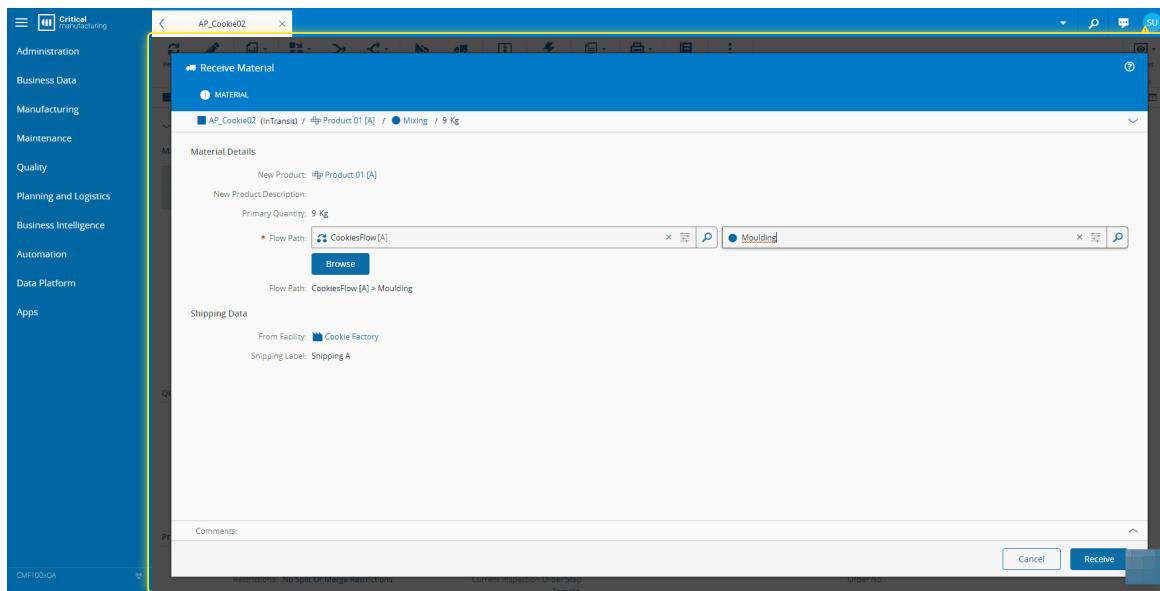
Refresh Edit View Reports Change Merge Split Unship Receive Open Instance Perform Request Print View More

AP_Cookie02 (Active)

DETAILS

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

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





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