

Remember to use the Visual Assist  to search for information.

To	Do This
Approve A Service Sales Order	<p>Navigation</p> <p>Click NIS State of Nebraska</p> <p>Dist & Mfg-Agencies > Dist & Mfg-CSI > Sales Orders > Quotes & Order Entry > CSI Sales Entry > Approve Svc Order</p> <p>Steps</p> <ol style="list-style-type: none">1. Enter the Order Number or Document Type (SO or SI). Click Find to bring up the orders.2. Select detail row you would like to review, select Row > SO Detail. Verify data and click Cancel to return to Header screen.3. Select the detail row you would like to approve. Click Select. The order is approved and drops off screen.