

## Am I able to pull a Requisition Report for a particular time frame?

You can access a purchase order report for a specific period of time in the Fusion Purchasing platform. Through the **Manage Requisitions** screen you can search for requisitions and sort them by **Creation Date**, **Approval Amount**, **Status**, or **Funds Status**.

The screenshot shows the Oracle Manage Requisitions search interface. The top navigation bar includes the Oracle logo and a 'Done' button. The main search area is titled 'Search' and contains several input fields and dropdown menus for filtering requisitions. The fields include: Requisitioning BU (dropdown), Entered By (text with search icon), Requisition (text), Description (text), Created (dropdown), Status (dropdown), Requester (text with search icon), Supplier (text with search icon), Order (text with search icon), and Item (text with search icon). There is also a 'Requisitions Requiring Attention' dropdown. At the bottom right of the search area are 'Search', 'Reset', and 'Save...' buttons. Below the search area is the 'Search Results' section, which includes a toolbar with icons for 'Actions', 'View', 'Format', 'Freeze', 'Detach', and 'Wrap'. The results table has columns for 'Requisition', 'Description', 'Creation Date', 'Approval Amount', 'Status', 'Funds Status', and 'Order'.

For more information, please **double-click** the [Module 2 – Advanced Requisitions Functions](#) link of the **Requisition Process in Fusion** course to review the **Managing Requisitions** section.