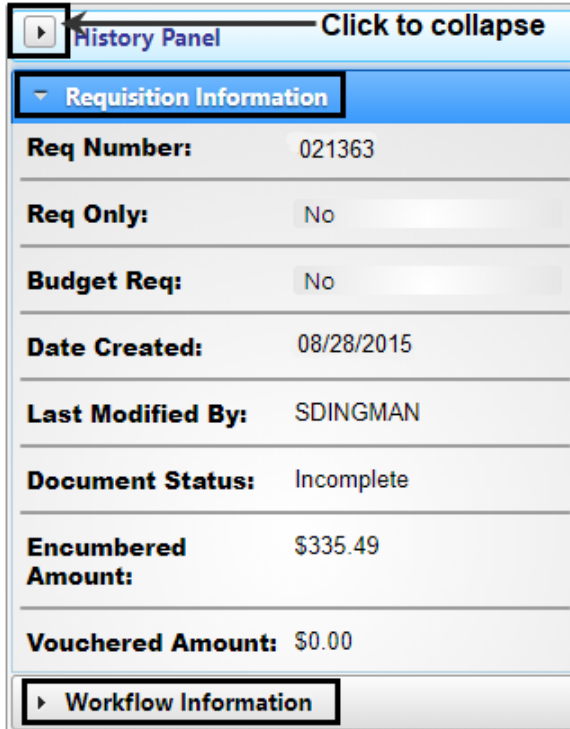


History Panel

The **History Panel** is a summary of your **Requisition Information** and **Workflow Information**. The **Requisition Information** shows the requisition number, the date the requisition was created, who last modified the requisition, the document status, the encumbered amount and the voucher amount.

The **Workflow Information** shows the current reviewer, the requisition number, the status of the requisition (i.e.: Ready or Approved).



The screenshot shows a web interface for a History Panel. At the top, there is a header bar with a play button icon, the text "History Panel", and a "Click to collapse" link. Below this is a section titled "Requisition Information" with a dropdown arrow. This section contains several rows of data:

Req Number:	021363
Req Only:	No
Budget Req:	No
Date Created:	08/28/2015
Last Modified By:	SDINGMAN
Document Status:	Incomplete
Encumbered Amount:	\$335.49
Vouchered Amount:	\$0.00

Below the Requisition Information section is a section titled "Workflow Information" with a right-pointing arrow.

To collapse the **History Panel**, click the arrow on the top left, next to the words *History Panel*.

To open the **History Panel**, click the .