

1. How do I check the invoice status

Go to finance tab > Click on the view Invoices > Enter your invoice Number and click on the Go Button your invoice will be displayed and the status

The screenshot shows the Oracle Supplier Portal interface. The 'Finance' tab is highlighted in the top navigation bar. Below the navigation bar, there are links for 'Create Invoices', 'View Invoices', and 'View Payments'. The 'Invoice Actions' section contains a tip and a 'Personalize "Invoices Query Region"' link. The 'Search' section includes a 'Personalize "Search"' link and a note about case insensitivity. The search criteria are filled out: Supplier is 'PRAGATI BUILDERS LIMITED', Invoice Number is '12345', Invoice Date From is '23-May-2025', and Invoice Status is set to a dropdown. There are 'Go' and 'Clear' buttons. To the right, there are input fields for Purchase Order Number, Invoice Amount, Invoice Date To, and Currency. Below the search criteria, there is a 'Personalize "Saved Invoices Table"' section with a table header. The table has columns: Invoice Number, Invoice Date, Invoice Currency Code, Invoice Amount, Purchase Order, Status, Withdraw, Cancel, Update, and View Attachments. The first row of the table shows the invoice details: Invoice Number 12345, Invoice Date 21-May-2025, Invoice Currency Code KES, Invoice Amount 3,916,937.88, Purchase Order 24048318, and Status In Process.

Invoice Number	Invoice Date	Invoice Currency Code	Invoice Amount	Purchase Order	Status	Withdraw	Cancel	Update	View Attachments
12345	21-May-2025	KES	3,916,937.88	24048318	In Process				

This screenshot shows the same Oracle Supplier Portal interface as the previous one, but with the search results displayed. The 'Invoice Number' '12345' is highlighted in the search criteria. The 'Status' column in the table is also highlighted, showing 'In Process'. The table data is as follows:

Invoice Number	Invoice Date	Invoice Currency Code	Invoice Amount	Purchase Order	Status	Withdraw	Cancel	Update	View Attachments
12345	21-May-2025	KES	3,916,937.88	24048318	In Process				