



Lincoln University
LEARN. LIBERATE. LEAD.

Amazon Business

www.amazon.com

www.lincoln.edu

Purchasing Department
Lincoln Hall, Room 403C
484-365-7240

amazon
BUSINESS

Mission: Lincoln University, the nation's first degree-granting Historically Black College & University (HBCU), educates and empowers students to lead their communities and change the world.

Login Page



amazon business

1 ACCOUNT CREATION

2 BUSINESS DETAILS

3 FINISH

Sign in to get started

Email or mobile phone number

jciabattoni@lincoln.edu

Password

[Forgot your password?](#)

.....

Sign in

By continuing, you agree to Amazon's [Conditions of Use](#) and [Privacy Notice](#).

Keep me signed in. [Details](#) ▾

Home Page

Enter the item you are looking for in this search bar



amazon business Deliver to LINCOLN Lincoln U... 19352 All Enter keyword or product number Add team member

All Deals & Savings Buy Again Gift Cards Education Store IT Supplies Recommendations Amazon Basics Today's Deals Request for Quote Add People EN Hello, Jill Account for Lincoln Univers... Lists Try Business Prime



Celebrate and support
Hispanic-owned businesses
amazon business

You will see "Account for Lincoln University" to insure you are on the designated Lincoln Amazon Business Account

Top discounts for you

Summary

1	Nov 29
Awaiting delivery	Next delivery
\$3.47K	\$85.92
Nov : Total spend	Past due balance

Buy it again

Today's Deals

Breakroom supplies

Related to items you've viewed

4 Stars and above products for you

Purchased by your company

Deals related to items you viewed

Item Search



amazon business Deliver to LINCOLN Lincoln U... 19352 All space heater Add team members

EN Hello, Jill Account for Lincoln Univers... Lists Try Business Prime

1-48 of over 2,000 results for "space heater" Sort by: Featured

- Eligible for Free Shipping**
- Free Shipping by Amazon
 - Get FREE Shipping on eligible orders shipped by Amazon
- Delivery Day**
- Get It by Tomorrow
- Seller Type**
- Business Seller
- Department**
- Indoor Space Heaters
 - Indoor Electric Space Heaters
- Customer Reviews**
- ★★★★★ & Up
 - ★★★★☆ & Up
 - ★★★☆☆ & Up
 - ★★☆☆☆ & Up
 - ★☆☆☆☆ & Up

- Brands**
- Lasko
 - Dreco
 - Amazon Basics
 - BLACK+DECKER
 - Govee
 - Honeywell
 - De'Longhi
 - See more

- Price**
- Under \$25
 - \$25 to \$50
 - \$50 to \$100
 - \$100 to \$200
 - \$200 & Above
- \$ Min \$ Max Go

- Deals & Discounts**
- All Discounts
 - Today's Deals

- Special Features**
- Cool Touch Exterior
 - Adjustable Height
 - Adjustable Speed
 - Adjustable Temperature
 - Bladeless
 - Child Lock
 - Digital Display
 - See more

- Heating Method**
- Convection
 - Forced Air
 - Radiant

- Space Heater Type**
- Ceramic
 - Fan & Forced Air
 - Radiant & Infrared

- BTU Output**
- 4,999 & Under
 - 5,000 to 9,999

Recommendations for you

Top sellers Highly rated

<p>Space Heater, 1500W Portable Heater, 60° Oscillating Electric Heat... ★★★★☆ ~ 610 \$29.99 List: \$49.99 Save 5% with coupon prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon Or fastest delivery Overnight 7 AM - 11 AM</p>	<p>Kismile Small Electric Space Heater Ceramic Space Heater, Portable... ★★★★☆ ~ 6,461 \$26.99 List: \$29.99 Save \$7.00 with coupon prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon Or fastest delivery Tomorrow, Nov 30 More Buying Choices \$23.99 (7 used & new offers)</p>	<p>Amazon Basics 1500W Ceramic Personal Heater with Adjustable... ★★★★☆ ~ 33,257 \$19.25 Typical: \$25.47 prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon Or fastest delivery Fri, Dec 1</p>	<p>Kismile Small Space Heater Electric Portable Heater Fan for Home and... ★★★★☆ ~ 2,869 \$24.99 Save \$5.00 with coupon prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon Or fastest delivery Tomorrow, Nov 30</p>	<p>GiveBest Portable Electric Space Heater with Thermostat... ★★★★☆ ~ 79,196 \$31.95 List: \$59.99 46% savings included for business prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon More Buying Choices \$29.43 (13 used & new offers)</p>
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Results

Price and other details may vary based on product size and color.
Purchased Nov 2023

<p>Sponsored Dreo Space Heater, Portable Electric Heaters for Indoor Use with Thermostat, Digital Display, 1-12H Timer, Eco Mode and Fan Mode... ★★★★☆ ~ 2,877 Limited time deal \$31.99 List: \$39.99 prime FREE delivery Wed, Dec 13 on \$35 of items shipped by Amazon</p>	<p>Sponsored Dreo Space Heaters for Indoor Use, 70° Oscillating Portable Heater With Remote, 1500W PTC Electric Heater with Thermostat, Fast Safety Heat... ★★★★☆ ~ 17,629 Limited time deal \$39.99 List: \$49.99 prime FREE delivery Mon, Dec 4 Or fastest delivery Today 10 AM - 3 PM 4+ stars for remote control</p>	<p>Sponsored GoveeLife Smart Space Heater, 1500W Fast Electric Heater for Indoor Use with Thermostat, Wi-Fi App & Voice Remote Control, Small... ★★★★☆ ~ 547 \$49.98 List: \$49.99 Save 2% on 2+ units prime FREE delivery Mon, Dec 4 Or fastest delivery Tomorrow, Nov 30</p>	<p>Sponsored Dreo Space Heater, Portable Electric Heaters for Indoor Use, 70° Oscillation, 12H Timer, Quiet PTC Ceramic Heating with Thermostat... ★★★★☆ ~ 8,578 Limited time deal \$59.99 List: \$74.99 prime FREE delivery Mon, Dec 4 Or fastest delivery Tomorrow, Nov 30 4+ stars for remote control</p>	<p>Sponsored GiveBest Portable Electric Space Heater with Thermostat, 1500W/750W Safe and Quiet Ceramic Heater Fan, Heat Up 200... ★★★★☆ ~ 79,196 \$31.95 List: \$59.99 46% savings included for business prime FREE delivery Mon, Dec 4 on \$35 of items shipped by Amazon More Buying Choices \$29.43 (13 used & new offers)</p>
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Select your item

Placing Orders



amazon business Deliver to LINCOLN Lincoln U... 19352 Tools & Home Improvement space heater Black Friday

All Deals & Savings Black Friday Buy Again Gift Cards Education Store IT Supplies Recommendations Amazon Basics Request for Quote Add People EN Hello, Jill Account for Lincoln Univers... Lists

Tools & Home Improvement Best Sellers Deals & Savings Gift Ideas Power & Hand Tools Lighting & Ceiling Fans Kitchen & Bath Fixtures Smart Home Shop by Room Launchpad

amazon live THE ULTIMATE HOLIDAY TABLESCAPE with @halfbakedharvest Watch now amazon.com/live

Back to results



Dreo Space Heater, Portable Electric Heaters for Indoor Use with Thermostat, Digital Display, 1-12H Timer, Eco Mode and Fan Mode, 1500W PTC Ceramic Fast Safety Heat for Office Bedroom Home

Visit the Dreo Store

4.6 ★★★★★ 2,673 ratings | 164 answered questions

Amazon's Choice for "quiet space heater"

20K+ bought in past month

Black Friday Deal

List Price: \$39.99 Details

Deal Price: \$31.99

FREE Returns

You Save: \$8.00 (20%)

Don't forget to check out with Pay by Invoice.

The purchasing line that lets you buy now and pay later.

Available at a lower price from other sellers that may not offer free Prime shipping.

Color: Gold



Size: 10 inch

10 inch 16 inch

Roll over image to zoom in



\$31.99

FREE Returns

FREE delivery Monday, November 27 on orders shipped by Amazon over \$35

Deliver to Purchasing - Lincoln... 19352

In Stock

Qty: 1

Buying in bulk?

Add to Cart

Secure transaction

Ships from and sold by Amazon.com.

Return policy: Returnable until Jan 31, 2024

Shows what's inside. Item often ships in manufacturer container to reduce packaging. To hide what's inside, choose Ship in Amazon packaging at checkout.

Add a gift receipt for easy returns

Click "Add to Cart"

Placing Orders



Use the search bar to add additional items to your order



A screenshot of the Amazon Business website showing a shopping cart. The header includes the Amazon Business logo, delivery location (Lincoln U... 19352), a search bar with the placeholder 'Enter keyword or product number', and a 'Veteran-owned businesses' filter. Below the header, there are navigation links like 'All', 'Deals & Savings', 'Buy Again', 'Gift Cards', 'Education Store', 'IT Supplies', and 'Recommendations'. The main content area shows a product 'Added to Cart' with a green checkmark, a gold canister, and details: 'Color: Gold' and 'Size: 10 inch'. To the right, the cart subtotal is '\$31.99'. A yellow button labeled 'Proceed to checkout (1 item)' is circled in red, with a 'Go to Cart' button below it. A message indicates that adding \$3.01 more items qualifies for free shipping.

When you have completed your order click "Proceed to checkout"

Checking Out



1 Choose a group [Learn more](#) ▾

Your groups	Addresses	Payment methods
<input checked="" type="radio"/> Facilities Lincoln University of the Commonwealth of Pennsylvania	Shared	Shared
<input type="radio"/> Finance Lincoln University of the Commonwealth of Pennsylvania / Fiscal Affairs	Shared	Shared

Choose this group

If you order for more than one group select the group you are placing this order for and click "Choose this group"

Checking Out



2 Business order information

⚠ Your order requires approval

You can place the order but please note that it may not comply with your organization buying policies. [View admin notes \(1\)](#) >

← Please Note

PO number (optional)

Purchasing Department
B0001570

Blanket PO names:

PO numbers:

0 remaining

If you have multiple BPOs listed select the corresponding BPO for this order

Comments for approver (optional)

100 characters left

[Add an additional approver?](#)

Click "Continue"

Continue

Checking Out



3 Choose a shipping address

i Keep operating hours up to date

If your hours ever change at an address, click **Edit delivery preferences** to update them.

Does this order need to be delivered to a recipient other than the name in your address book?

Deliver To This will be applied to only this order.

Group Purchasing addresses

LINCOLN UNIVERSITY RECEIVING DEPARTMENT, 1570 BALTIMORE PIKE, LINCOLN UNIVERSITY, PA, 19352-9141, United States, Phone: 4843657230 [Edit address](#) | [Edit delivery preferences](#)

+ Add a new address

Use this address

Click "Use this address"

Please use the requisitioners name to insure the order is delivered to you

Checking Out



4 Choose a payment method

Did you know your organization is setup to use Pay by Invoice?

Select Pay by Invoice at checkout to buy now and pay later with no interest or fees.

Facilities line of credit



Pay By Invoice

Provided by your organization

Use this payment method

Click "Use this payment method"

Checking Out



5 Review items and shipping

Please Note

⚠ Your order requires approval

- You can place the order but please note that it may not comply with your organization buying policies [View admin notes \(1\)](#) ▾
- To add comments for your approver or to add an approver, go to the Business order information step

i There are 2 important messages about your order.

- ▾ If your hours ever change at an address, click [Edit delivery preferen...](#)
- ▾ If tax exemption is applied to this order, you acknowledge your tax exemption...

Estimated Delivery: Depends on Approval For example, if approved now: Monday, Dec. 4
Items shipped from Amazon.com



Dreo Space Heater, Portable Electric Heaters for Indoor Use with Thermostat, Digital Display, 1-12H Timer, Eco Mode and Fan Mode, 1500W PTC Ceramic Fast Safety Heat for Office Bedroom Home
\$31.99 & FREE Returns ▾
Qty: 1 ▾
Sold by: Amazon.com Services LLC
[Add gift options](#)

Item arrives in packaging that shows what's inside. To hide it, choose [Ship in Amazon packaging](#).

[Ship in Amazon packaging](#)
Tax Exemption Applied. [Remove](#)

Choose a delivery option:
 Monday, Dec. 4
\$6.99 - Shipping

Submit order for approval

By placing your order, you agree to the [Amazon Business Accounts terms and Conditions](#) and [Amazon's privacy notice](#).

Order Summary

Items:	\$31.99
Shipping & handling:	\$6.99
Total before tax:	\$38.98
Estimated tax to be collected:	\$0.00

Order total: \$38.98

[How are shipping costs calculated?](#)
[Why didn't I qualify for free shipping?](#)

Submit order for approval

Order total: \$38.98
By placing your order, you agree to the [Amazon Business Accounts Terms and Conditions](#) and [Amazon's privacy notice](#).

Click "Submit order for approval"
You can submit using either button
at the bottom or to the right

Submitted Order



Note: Your order is pending and has been sent to your approver for review.

✔ **Your order has been submitted for approval.**

i Pending Purchasing (Lincoln University of the Commonwealth of Pennsylvania) approval.

Confirmation will be sent to your email.

Shipping to **JILL CIABATTONI**, RECEIVING DEPARTMENT, 1570 BALTIMORE PIKE, LINCOLN UNIVERSITY, PA, 19352-9141, United States

Depends on Approval

For example, if approved now:
Monday, Dec. 4



Business order information

- B0001570

Submitted Order Email Sent to Requisitioner



A Amazon.com <auto-confirm@amazon.com>
To: Jill Ciabattoni



T

amazonbusiness

| Your Account | Amazon.com

Order submitted for approval
Order #111-3483438-1243444
PO# B0001570

Your BPO # will be included on your email here.



Hello Jill Ciabattoni,
Thank you for shopping with us. We'll send a confirmation once your order has been approved by your business. Your order details are indicated below. If you would like to view the status of your order or make any changes to it, please visit [Your Orders](#) on Amazon.com.

This order is placed on behalf of Lincoln University of the Commonwealth of Pennsylvania.

This is an estimate. The sooner it is approved the closes to this date it will arrive.



Your estimated delivery date is: Monday, December 4 (depending on approval)	Your order will be sent to: JILL CIABATTONI LINCOLN UNIVERSITY, PA United States
Your shipping speed: Standard Shipping	
Order Details	

Order Details
Order #111-3483438-1243444
Placed on today, November 28

Approval Order Email Sent to Approver



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www.lincoln.edu

Order Approval Required  

amazon business

Approval required

Clifton Crawford:

Jill Ciabattoni submitted an order requisition on November 28, 2023 for Purchasing (Lincoln University of the Commonwealth of Pennsylvania). Order details are below.

Approve or reject this order

Click on "Approve or reject this order"

Order Summary

Order Number	111-3483438-1243444
Placed by	Jill Ciabattoni on November 28, 2023
Deliver to	JILL CIABATTONI RECEIVING DEPARTMENT 1570 BALTIMORE PIKE LINCOLN UNIVERSITY, PA 19352-9141, US
Items in Order	1
Total	\$38.98

Items in Order



Dreo Space Heater, Portable Electric Heaters for Indoor Use with Thermostat, Digital Display, 1-12H Timer, Eco Mode and Fan Mode, 1500W PTC Ceramic Fast Safety Heat for Office Bedroom Home
\$31.99 | Qty: 1

Information on Your Orders



amazon business Deliver to LINCOLN Lincoln U... 19352 All Enter keyword or product number Veteran-owned businesses

All Deals & Savings Buy Again Gift Cards Education Store IT Supplies Recommendations Amazon Basics Today's Deals Request for Quote

EN Hello, Dawn Account for Lincoln Univers... Lists Try Business Prime

Calendars to get organized in 2024

Top discounts for you
See more

Today's Deals
Find special deals happening now.
Shop deals

Breakroom supplies
Explore our breakroom store, a one-stop shop for your business needs.
Shop breakroom

Office products
Explore our office supplies store, a one-stop shop for your business needs.
Shop office products

IT supplies
Explore our IT store, a one-stop shop for your business needs.
Shop IT products

Related to items you've viewed

Space Heater, 1500W... \$29 ⁹⁹ \$49.99	Dreo Space Heater... \$31 ⁹⁹ \$39.99
--	--

Customers also viewed

Space Heater Indoor wi... \$39 ⁹⁹ \$69.99	Space Heater, 1500W... \$47 ⁵² \$59.99
---	--

Purchased by your company

The Hillman Group... \$7 ²⁹	Ruby Kisses Broadway... \$8 ¹⁰
---	--

Deals related to items you viewed

1500W Space Heater... \$46 ⁷⁴ \$54.99	Space Heaters for Indo... \$21 ²⁴ \$24.99
---	---

Click on Account for more options to research your orders

Information on Your Orders



Your business

Manage your profile

Click on "Your Orders"
to track, return, or
buy things again



Your Orders

Track, return, or buy things again



Your Payments

Manage payment methods and settings, view balances and offers



Your Lists

View, modify, and share your lists, or create new ones



Message Center

View your Amazon messages



Your Interactions

Track, update and resolve procurement issues



Login & security

Edit login, name, and mobile number



Gift cards

View balance or redeem a card

Business Prime

Learn more or manage your membership



Your Addresses

Add, edit, or remove addresses.

Tracking or Returning Orders



Your Account > Your Orders

Your Orders

Search all orders

Search Orders

View Your Orders: Paid by Lincoln University of the Comm

Orders

Buy Again

Not Yet Shipped

Digital Orders

Local Store Orders

Cancelled Orders

1 order placed in 2023

ORDER PLACED	SHIP TO	PLACED BY	TOTAL	PO# P0005420
October 24, 2023	David Gulick (DH308)	Dawn Reif Facilities	\$144.36	ORDER # 111-5739765-5823401
				View order details Invoice

Delivered Oct 30, 2023

Your package was left in the mail room.

Signed by: Kelly



HONDERSON 30 Ft Retractable Extension Cord Reel, 16/3 SJTW Power Cord with 3 Electrical Outlets, Ceiling or Wall Mount, 10 Amp Circuit Breaker, Adjustable Stopper, Metal Plate, UL Listed,Black

Sold by: Hongdesen

Return eligible through Nov 29, 2023

\$36.09

Business Price

Buy it again

Track package

Print packing slip

Return or replace items

Share gift receipt

Leave seller feedback

Write a product review

Click on Track Package

Click to return or replace items

Track Package



Delivered October 30

[See all orders](#)

Your package was left in the mail room. Signed by: Kelly



Delivery by Amazon

Tracking ID: TBA309460651014

[See all updates](#)

Return or replace items

Buy again

Address info

David Gulick (DH308)
LINCOLN UNIVERSITY, PA
(Address hidden for privacy)

Return or Replace Items



Choose items to return



Details

HONDERSON 30 Ft Retractable Extension...

Size: 30FT 16AWG

Color: Black

\$36.09

Qty: 4

Why are you returning this?

Selecting the most accurate reason for your return will help you get your refund faster. [Learn more](#)

Choose a response

Continue

Return eligible through Nov 29, 2023

Items you're returning



If you don't see a date it is passed the eligible return date.

Tracking Budget



The screenshot shows the Amazon Business website interface. At the top, there's a navigation bar with 'amazon business' logo, delivery location 'Lincoln U... 19352', a search bar, and 'Education supplies' category. Below the navigation bar, there are links for 'All', 'Deals & Savings', 'Buy Again', 'Gift Cards', 'Education Store', 'IT Supplies', 'Recommendations', 'Amazon Basics', 'Today's Deals', and 'Request for Quote'. A user profile dropdown is visible with 'Hello, Dawn' and 'Account for Lincoln Univers...'. A shopping cart icon shows 0 items.

The main content area is divided into two sections. On the left, 'Top picks for you' displays a grid of product listings. On the right, a 'Best sellers in Office & School Supplies' sidebar is open, showing a list of products with 'Add to Cart' buttons. A 'Business Analytics' link in the sidebar is circled in red. Below the sidebar, an 'Account Details' dropdown menu is visible, listing options like 'Your Account', 'Your Orders', 'Bulk Ordering', 'Manage your delivery', 'Business Analytics', 'Manage Subscribe & Save Your Interactions', 'Receiving for 3-Way Match', 'Customer Service', 'Switch Accounts', and 'Sign Out'.

Top picks for you

Product	Price	Rating	Count	Availability
Indoor Outdoor Appliance Extension Cord 25 ft Waterproof, 16/3 Gauge Flexible Cold...	\$9.97	★★★★★	2,001	Get it as soon as Monday, Dec 4
CRAFTSMAN Shallow Socket, Metric, 1/4-Inch Drive, 8mm, 6...	\$4.99	★★★★★	5,265	Get it as soon as Monday, Dec 4
All-new Amazon Fire TV Stick 4K streaming device, includes...	\$48.99	★★★★☆	2,251	Get it as soon as Monday, Dec 4
Apple AirPods Pro (2nd Generation) Wireless Ear Buds...	\$234.99	★★★★★	3,258	Get it as soon as Monday, Dec 4
Stanley IceFlow Stainless Steel Tumbler with Straw, Vacuum Insulated Water Bottle for...	Click for details	★★★★★	19,319	
Dust Deputy DIY Anti-Static Retrofit Cyclone Separator for...	\$39.95	★★★★★	3,860	Get it as soon as Monday, Dec 4
No Brainer (Diary of a Wimpy Kid Book 18)	\$7.49	★★★★★	1,852	Get it as soon as Monday, Dec 4
Cablelra Power Cord Extension and Splitter, NEMA 5-15P to...	\$5.99	★★★★★	11,024	Get it as soon as Monday, Dec 4
CELSIUS Sparkling Orange, Functional Essential Energy...	\$14.98	★★★★★	87,307	Get it as soon as Monday, Dec 4
Ferrero Rocher Collection Premium Gourmet Assorted...	\$29.29	★★★★★	27,102	Get it as soon as Monday, Dec 4
Sparkling ICE, Black Raspberry Sparkling Water, Zero Sugar...	\$10.98	★★★★★	89,420	Get it as soon as Monday, Dec 4
Stanley Quencher H2.O FlowState Stainless Steel Vacuum Insulated Tumbler with Lid and Straw for...	\$45.00	★★★★★	3,056	
The Elf on the Shelf: A Christmas Tradition - Boy Scout Elf with...	\$29.93	★★★★★	33,227	Get it as soon as Monday, Dec 4
Taco Cat Goat Cheese Pizza	\$9.84	★★★★★	46,203	Get it as soon as Monday, Dec 4
Premier Protein Shake 30g Protein 1g Sugar 24 Vitamins Minerals...	\$29.98	★★★★★	192,847	Get it as soon as Monday, Dec 4
Little Red Sleigh: A Heartwarming Christmas Book For Children...	\$10.77	★★★★★	3,220	Get it as soon as Monday, Dec 4

Best sellers in Office & School Supplies

- Amazon Basics Multipurpose Copy Printer Paper, 8.5" x 11", 20 lb, 1 Ream, 500 Sheet...
\$8.49 (\$0.02/Count)
Add to Cart
- Amazon.com Gift Card in a Mini Envelope
\$10.00
Add to Cart
- Scotch Gift Wrap Tape, Invisible, Holiday Gift Wrapping Supplies for Christmas Presents...
\$15.63 (\$2.61/Count)
Add to Cart

Account Details

- Your Account
- Your Orders
- Bulk Ordering
- Manage your delivery
- Business Analytics**
- Manage Subscribe & Save Your Interactions
- Receiving for 3-Way Match
- Customer Service
- Switch Accounts
- Sign Out

Tracking Budget



Business analytics

Home **Reports** WorkDocs

Click "Reports"

Business analytics dashboard

Time period

Overview for Oct-Dec 2023

As compared to previous quarter

Total spend

\$144

Total savings

\$0

Potential savings

\$0

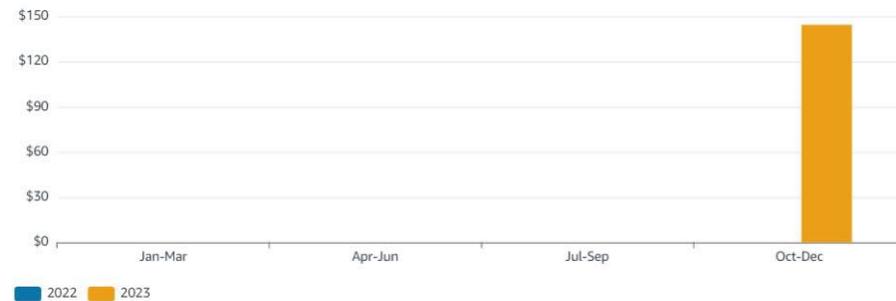
Total orders

1

Top category

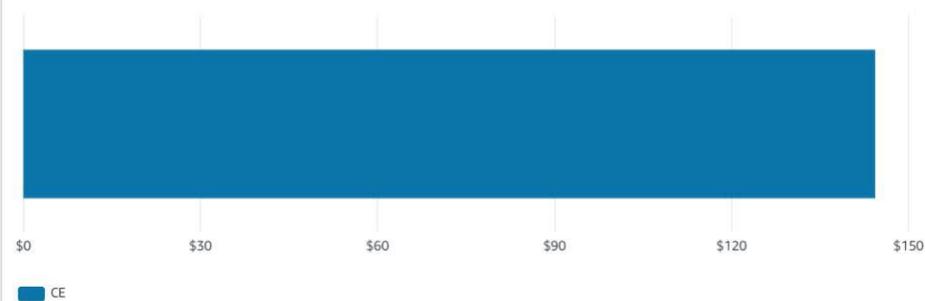
\$144 CE

Annual spend comparison



Orders report >

Spend by category



Orders report >

Tracking Budget



Business analytics

Home Reports WorkDocs

Click "Reconciliation"

Business board Time period: Current quarter

Overview As compared to previous period

Total spend	Total savings	Potential savings	Total orders	Top category
\$144	\$0	\$0	1	\$144 CE

Annual spend by quarter

Quarter	2022	2023
Jan-Mar	\$0	\$0
Apr-Jun	\$0	\$0
Jul-Sep	\$0	\$0
Oct-Dec	\$0	\$144

Spend by category

Category	Spend
CE	\$144

Orders report >

Tracking Budget



Business analytics

Home Reports WorkDocs

Reconciliation report

[Add title and save to your templates](#) Compare order and payment history to your records.

	Transaction Date ⓘ	Payment Reference ID ⓘ	Transaction Type ⓘ	Payment Amount ⓘ	Account Group ⓘ	Payment Instrument Type ⓘ	Payment Identifier ⓘ	Account User ⓘ	Order Date ⓘ	Order ID ⓘ	PO Number ⓘ	Order Status ⓘ	Approver ⓘ	GL Co
<input type="checkbox"/>	10/28/2023	1DPY-T1NR-J3HX	Charge	\$144.36	Facilities	Pay by Invoice		Dawn Reif	10/24/2023	111-5739765-5823401	P0005420	Closed		

Click dropdown to change the order period

Time period
Quarter to date

Downloads ⓘ

Generate report

[Download history](#)

Click "Generate report" for a spreadsheet that breaks down your order to help you track the money spent.

If you have more than one BPO each order will list the Blanket/Budget the order was charged to.



Contact

Purchasing Department

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Purchasing Associate

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jciabattoni@lincoln.edu

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Lincoln Hall, Room 403C
484-365-7240