How to find the AP invoices from SAP?

STEP 1

Go to the SAP system and log in using your credentials

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STEP 2

Access the transaction code "FBL1N" to display vendor line items

STEP 3

In the search screen, enter the vendor number for which you want to view the AP invoices

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STEP 4

Select the "All Items" option in the "Open Items" field to display all open and cleared items for the vendor

STEP 5

Click on the "Execute" button to run the search and display the list of AP invoices

STEP 6

To view more details about a particular invoice, double-click on the line item in the search results

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