Web Tutorial: Edit Receiving Events within Invoice Reconciliation

A. Login
B. Click My Account
C. Expand (+-) Reconciliations
D. Click Receiving
E. Click View Details (For completed Status only)
F. Expand Invoice
G. Correct the Received Qty box or any events that occur on the Invoice
H. Click Verify
I. Verification notice will appear on top of the page that the item has been marked as received

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