**Steps to Take in the Receivables module**

**UniFi**

When a supplier-related transaction with a net amount of $5,000 or more becomes due and payable, it is entered into the uniFi Receivables module. The transaction can be a purchase order (PO), a bill, or an invoice. UniFi Receivables module is designed to be used when a PO has been billed or the invoice is not associated with a PO.

**Oracle Financials Cloud**

Oracle Financials Cloud is the primary system for creating POs. POs are also called purchase requisitions. POs are financial documents used to request goods or services. POs are used to create invoices for goods or services purchased.

**Oracle Cost Transfers**

Oracle Cost Transfers is a module in Oracle Financials Cloud that is used to transfer funds from one cost center to another. The transfer of funds can occur due to a change in cost center or due to a change in the cost center's budget. The transfer of funds can also occur due to a change in the cost center's budget.