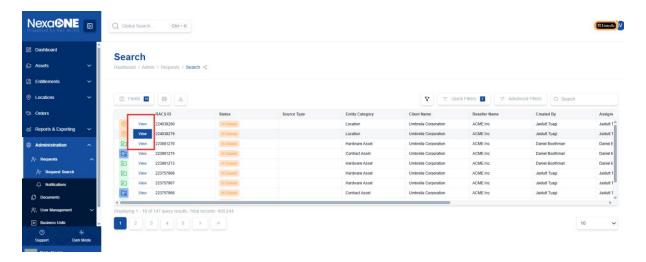
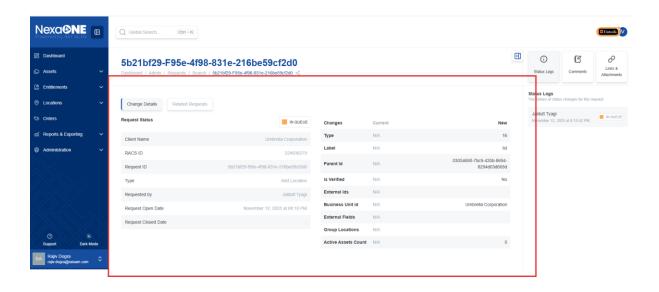
Administration > Request Management > Request Search > Details

Viewing Request Details

To access more detailed information about a specific request, click the "View" button associated with that request.

- 1. Locate the request you want to view in the request table.
- 2. Click the "View" button next to the request to open the request details screen.







Change Details

The "Changes" section is a critical part of the request details screen, as it shows the specific changes that have been requested.

- 1. Navigate to the "Changes" section of the request details screen.
- 2. Review the information presented in this section, including:
 - Field name: The name of the field that is being changed.
 - **Current value:** The current value of the field before the change (or "not available" if the field was previously blank).
 - **New value:** The value that the field will be changed to as part of this request.

