How to search for an invoice in BAM.
Verify System member. Then click on the spy glass in the upper right corner of the tool bar.

On the advanced search screen, select the document type, Invoice.
Then copy/paste the invoice number from first line or subject line of e-mail.
Then click find it. The results will display at the bottom of the search fields.

After the results are displayed, the invoice number or the purchase order number can be selected to display the document (depending on which you need to look at).
The status of the invoice will be displayed on this search result (currently – in process in this example).
The status can be different depending on the situation (ex: cancelled, approved for payment, etc).

The invoice can be selected and will take you to the summary tab of the invoice. The summary tab will have an option to "go back to PO". You can click this to go to the PO.

The PO can be selected in the above example and it will take you to the summary tab purchase order.
You can scroll down the summary tab to see the link for the requisition number (departments will use this number).

You can also enter the FAMIS voucher number in the invoice search in the alternate id field. The payment status will display in both FAMIS and BAM. In BAM, it is on the summary tab of the invoice as Paid-bank/check field in the upper left corner of the header information.