

Accessing Resource Information

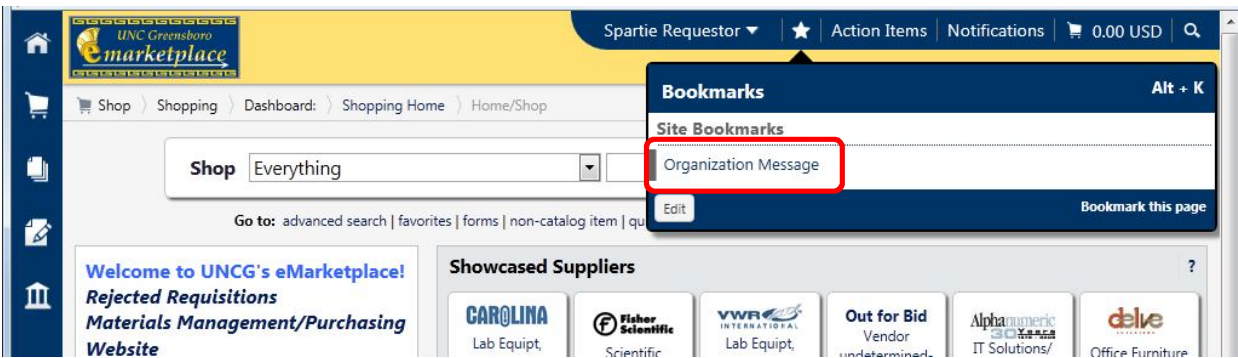
You can now access the resource information listed on the 'Shopping Home' page from anywhere in the application.

The screenshot displays the UNC Greensboro eMarketplace interface. The top navigation bar includes the user name 'Spartie Requestor', a star icon for 'Action Items', a notification icon with a red '1', and a shopping cart icon with '0.00 USD'. The breadcrumb trail shows 'Shop > Shopping > Dashboard > Shopping Home > Home/Shop'. A search bar contains 'Shop Everything' and a 'Go' button. Below the search bar, there are links for 'Go to: advanced search | favorites | forms | non-catalog item | quick order' and 'Browse: suppliers | categories | contracts | chemicals'. The left sidebar, highlighted with a red box, contains the following text: 'Welcome to UNCG's eMarketplace!', 'Rejected Requisitions', 'Materials Management/Purchasing Website', 'Change Order/PO Cancellation Request', 'NC State Contract link', 'Training /How-Tos', 'Account Code Listing (alpha by description)', 'Vendor Taxpayer ID Form', 'Recommended Browsers', 'k out the new Materials Managemem', 'Hardware Purchases: Campus-wide Hardware Computer Procurement Program (CHP)', 'Quarterly Apple Combined Pricing Initiative for Discounted Apple Hardware Purchases', 'Software Purchases: UNCG Special Pricing Approved software click-wrap agreement', and 'eMARKETPLACE SUGGESTION BOX'. The main content area features 'Showcased Suppliers' with logos for CAROLINA, Fisher Scientific, VWR, Out for Bid, AlphaNumeric, and delte. Below this is 'UNCG FORMS:' with buttons for 'Non-Standard PC Configuration Just...', 'Sole Source Purchase & Justificatio...', 'Furniture Purchase', 'Machine/Equipment Maintenance, Re...', 'Asset Trade In Form', and 'Construction/Services Order'. The 'Punch-out' section includes logos for Apple Computer, CDWG, Camcor, Inc., DELL, FASTENAL, CSU Office, GrayConnection, GRAINGER, GraybaR, lenovo, MASTER-CARR, and CORRECTION ENTERPRISES. At the bottom, there are logos for Office DEPOT and STAPLES.

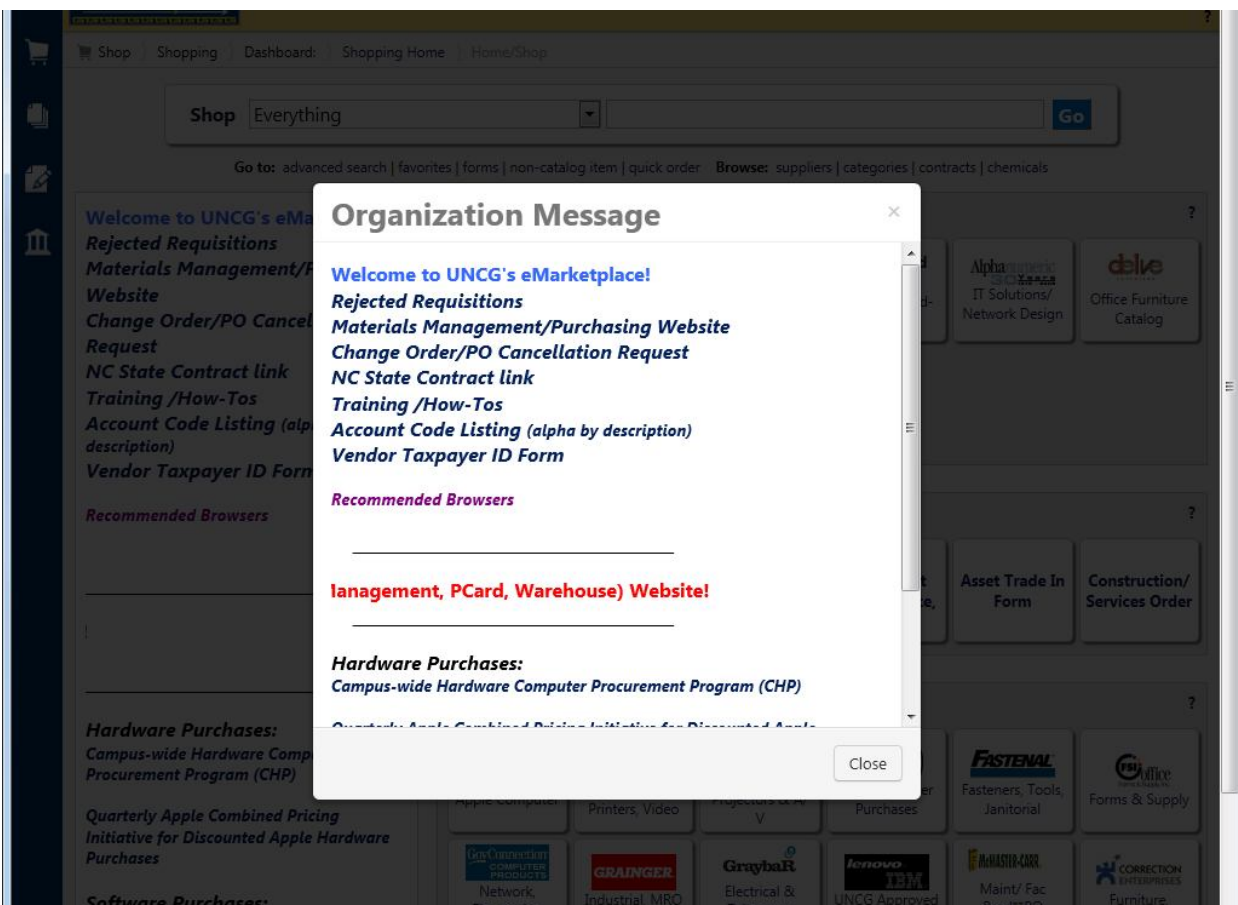
Click your 'Bookmarks' icon. (The star located to the left of your 'Action Items').

This screenshot shows the same UNC Greensboro eMarketplace interface as the previous one, but with a red box highlighting the star icon in the top navigation bar, located to the left of the 'Action Items' text.

Select Organization Message.



You are presented with a pop-up that contains the same information that's listed in the Organization Message on the 'Shopping Home' page.



This can be accessed from any page in the application and the links to the resources work the same as they do from the 'Shopping Home' page. For instance: If you need to determine what account code to use when you are creating an order. While in the order, you can click the Organization Message from Bookmarks and select the 'Account Code Listing (alpha by description)' link without having to leave the order.

