buyND+ Newsletter

buyND New User Interface - July 6th

You have been invited to participate in this milestone to help you get up to speed on the upcoming changes to buyND+

New Home Page:

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Guided Shopping View:

When you click on the "Shop" tile from the home page, you will be redirected to the "Guided Shopping" marketplace. The marketplace is designed to guide you effortlessly to available products and suppliers.

Lab & Scientific Supplies Tile:

For example, when you click on the Lab & Scientific Supplies tile, you will be redirected to a dashboard that shows you categories related to lab & scientific supplies. You will also find important information related to your lab & scientific orders.

PO Change/Cancel Process:

On July 6th, making changes to your purchase orders will be more efficient. As the PO owner, you can initiate the change from the drop-down menu in the PO. The PO change request will go to the original PO approvers before coming to Procurement Services in the final review. Please review the quick reference guide for further instructions and details.

System Maintenance:

To prepare the system for these changes, buyND+ will be offline and unavailable from 8:00 am Saturday, July 3rd through 8:00 am Tuesday, July 6th. Please plan your purchases to accommodate this maintenance schedule.

buyND+ Training Demo Sessions:

The training demo sessions started on June 1st. If you have not already signed up for a class, we highly encourage your participation. Sign-up is available via Endeavor, or you can learn at your own pace by watching the training demo video and reviewing the training guides on our website.

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