

PURPOSE

This document will provide information about available BearBuy resources and where to find help when you need it.

ABOUT BEARBUY

BearBuy is an online purchasing system that streamlines processes, increases efficiencies and achieves significant long-term savings. BearBuy offers our campus a single point of entry where faculty, staff and students can go to shop and manage payment for most of their campus-related purchases. BearBuy is part of the Operational Excellence project portfolio and will allow our faculty and staff and students to direct more resources toward **teaching, research** and **public service**.

ENGAGE WITH THE BEARBUY TEAM

Visit our new BearBuy webpage where you can login to BearBuy, sign up for our newsletter, catch up on release news, review learning materials, watch our demo videos and more.

<http://procurement.berkeley.edu/bearbuy>

OUTREACH PROGRAMS

Your involvement and input is important to us and will help us reach our goal of continuous improvement. We strive to have open communication lines so we hear your feedback and concerns and also keep you informed of system updates and learning opportunities.

Bears that Buy

Bears that Buy was formed as a BearBuy user group from various campus departments who meet to discuss the use of the BearBuy system. The purpose of the group is to share knowledge and experience, raise concerns and receive updated information from the Procurement Services BearBuy Support team.

To join the Bears that Buy group, please sign up on the BearBuy webpage.

<http://procurement.berkeley.edu/bearbuy/bears-buy-user-group>

BearBuy Newsletter

Our newsletter contains timely updates on topics of interest as well as BearBuy tips. It is our primary method of keeping you informed. Please sign up for our newsletter on our webpage if you have not done so already.

HELP DESK

The Campus Shared Services Center IT is your primary BearBuy contact to ask questions, get technical support and provide feedback.

E-Mail: bearbuyhelp@berkeley.edu
Phone: (510) 664-9000 (options 1, 2, 1)
Hours: Monday – Friday 8am-5pm