



17.1 Jaggaer (SciQuest) Release Upgrade

April 2017

Topics

- **Reminders**
 - BearBuy Outage
- **What's new with 17.1?**
- **System and Browser Requirements**
- **Resources & Support**

REMINDERS



BearBuy Unavailable

BearBuy will be unavailable Friday, April 7 at 6PM through Sunday, April 9th at 10AM.

- BearBuy will be up and running on Monday, April 10th.
- BFS will remain available during its normal daily hours of 7AM until 9PM.

What to expect during the outage

- BearBuy will not be available.
- In the event of a true purchasing emergency, please contact your Campus Buyer for assistance prior to the scheduled outage.

What's New With 17.1



Ability to Sort on Invoices Tab of PO

With 17.1, the Invoices tab of a Purchase Order can now be sorted by different columns and has a default sort order by Voucher No.

PO/Reference No. **BB00902166 Revision 0** Available Actions

Supplier **CLEAN SOURCE INC**

Status

Hide 'Not Ready for Matching' Invoices

Invoicing Summary

Voucher No. ▾	Supplier Invoice Number	Invoice Date ▾	Due Date ▾	Voucher Type	Payment Status	Voucher Total	Vouchered By
SQD00029	cLWSQ171TEST	3/21/2017	4/20/2017	Voucher	In Process	30.22 USD	WASHINGTON, Lorane
S9000015	TEST CREDIT LW	3/27/2017	3/27/2017	Credit memo	Paid	-326.72 USD	WASHINGTON, Lorane
S9000012	LWSQ171TEST	3/22/2017	4/21/2017	Voucher	Paid	428.75 USD	WASHINGTON, Lorane
						Total	132.25 USD

Voucher Line Details

Line No.	Product Name	Catalog No.	Unit Price	Qty / UOM Ordered	Extended Price	Voucher Qty / Cost	Status
1	WIPES HAND SANITIZING	GOJ9020-4M	206.48 USD	1 CS	206.48 USD	1 / 0.00 USD	Net Invoiced
2	WIPES SANITIZING REFILL	GOJ9118-02	120.24 USD	1 CS	120.24 USD	1 / 0.00 USD	Net Invoiced
3	DUSTER EASY TRAP 5"WIDE	29970	64.01 USD	1 CS	64.01 USD	1 / 64.01 USD	Net Invoiced
4	CLOTH 16"x16" MICRO BLU	370074	0.78 USD	10 EA	7.80 USD	10 / 7.80 USD	Net Invoiced

The invoices tab can now be sorted by Voucher Number, Supplier Invoice Date, or payment Due Date.

Ability to Filter History Tabs

Users have the ability to filter through the history of each document type if needed.

PO/Reference No. **BB00901960 Revision 2 (Closed)**
 Supplier **SANTA CRUZ BIOTECHNOLOGY INC**

Status Purchase Order Revisions PO Approvals Shipments Receipts Invoices / Vouchers Comments (2) Attachments **History**

+ Click to filter history ?

Results Per Page **Records found: 15**

Line No [△]	Revision No. [△]	Date/Time [▼]	User [△]	Step (s)	Action [△]	Field Name [△]	From
1		8/1/2016 1:35 AM	System		PO Export sent to external system		
2		7/25/2016 10:27 AM	System		PO Export sent to external system		
2		7/25/2016 10:27 AM	BFS-TRAINING106 TEST		PO Export sent to external system		
2		7/25/2016 10:27 AM	BFS-TRAINING106 TEST		PO Revision Finalized		

Ability to Filter History Tabs

Filtering option will vary based on the document type:

Purchase Orders

- Changes for last revision
- Changes since last revision
- Select Filter - Expands date range filter and action filter

Requisitions, Vouchers & Receipts

- Date range filter
- Action filter

PO/Reference No. **BB00901960 Revision 2 (Closed)**
Supplier **SANTA CRUZ BIOTECHNOLOGY INC**

Status Purchase Order Revisions PO Approvals Shipments Receipts Invoices

Filters ?

Filters

Apply

Results Per Page 20

Line No	Revision No.	Date/Time	User	Step (s)
1	2	04/20/16



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Status Purchase Order Revisions PO Approvals Shipments Receipts Invoices

Filters ?

Filters

- Changes for last revision
- Changes since last revision
- Select Filter

Results Per Page 20

Line No	Revision No.	Date/Time	User	Step (s)
1	2	04/20/16

SYSTEM & BROWSER REQUIREMENTS



System & Browser Requirements

Platform	Browser Support
Windows	Internet Explorer (IE) Only Version 11 Edge – With Source-to-Settle 16.1 and Windows 10 Chrome – latest version – automatically updated by Google Firefox – latest version – automatically updated by Mozilla Opera 10 and higher
Macintosh	Safari 4.0 and higher Firefox – latest version – automatically updated by Mozilla
iPad	Safari – embedded browser within the iPad

- Effective January 2016 Microsoft supports only Internet Explorer browser version IE11. In keeping with SciQuest policy to support only browsers that are supported by the vendor, SciQuest supports only browser version IE11 of Internet Explorer. <https://www.microsoft.com/en-us/WindowsForBusiness/End-of-IE-support>
- Email approvals are designed to work with embedded browsers for Android, Blackberry, and iPhone/iPad mobile devices. Readability of emails vary based on email client and formatting selected.
- iPad is supported by SciQuest, however not all Supplier punch-out sites will support use of this device.
- Although Safari is supported by SciQuest, not all Supplier punch-out sites support this browser.

RESOURCES & SUPPORT



Resources

- **Contact the BearBuy Help Desk**

(510) 664-9000 Option 1, Option 2

Mon-Fri 8AM to 5PM

[Email BearBuy Help \(bearbuyhelp@berkeley.edu\)](mailto:bearbuyhelp@berkeley.edu)

Contacting the BearBuy Help Desk will generate a ticket that will be routed to the appropriate group for assistance and resolution.

- The Supply Chain Management BearBuy web page is the source for the most up to date news, announcements and training resources.

<http://supplychain.berkeley.edu/campus/bearbuy>

- Job aids & guides are available on the Instructional Resources page.

<http://supplychain.berkeley.edu/campus/bearbuy/instructional-resources>