

Using the New Toggle Button and Submitting Feedback for the New Shopping Experience in BearBuy

For more information and training resources, please see the [BearBuy website](#).

Effective **Monday, January 25, 2021**, the BearBuy homepage will now display a **toggle button at the bottom right hand corner**. This toggle has been enabled to allow users to turn on/off a new shopping experience expected to go live later in the year.

We encourage you to try this new shopping experience since it includes a new look and feel for not just the BearBuy landing page, but for requisitions, purchase orders, invoices, and approvals as well!

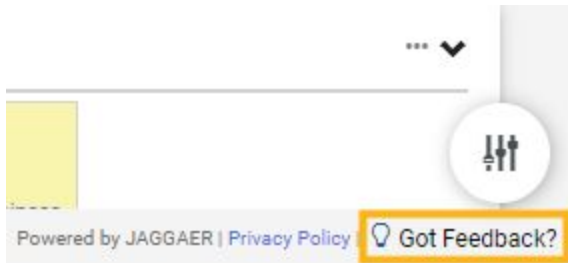
While using the new shopping experience, you will see a **Got Feedback?** link located beneath the toggle button. You are more than welcome to submit any feedback you may have when using it.

Any feedback provided will be submitted directly to the Jaggaer software platform company that hosts BearBuy.

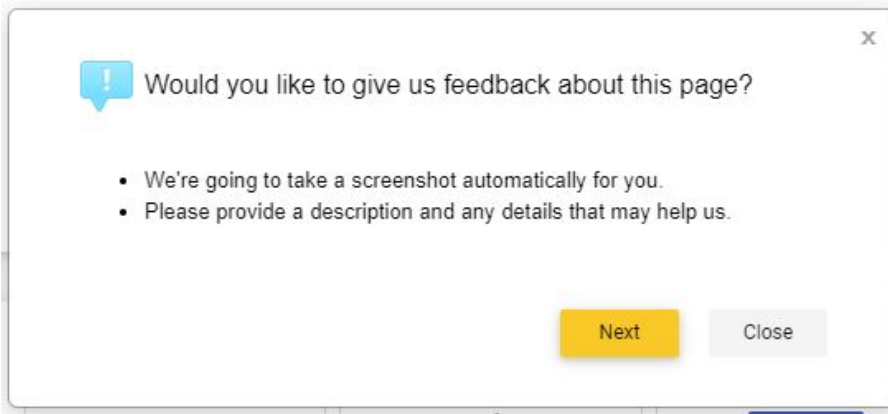
From the homepage, click on the toggle button at the bottom right hand corner.

Select **New shopping experience** and click **SAVE**.

To submit feedback, go to the page you would like to submit feedback on and click **Got Feedback?** located below the toggle button.

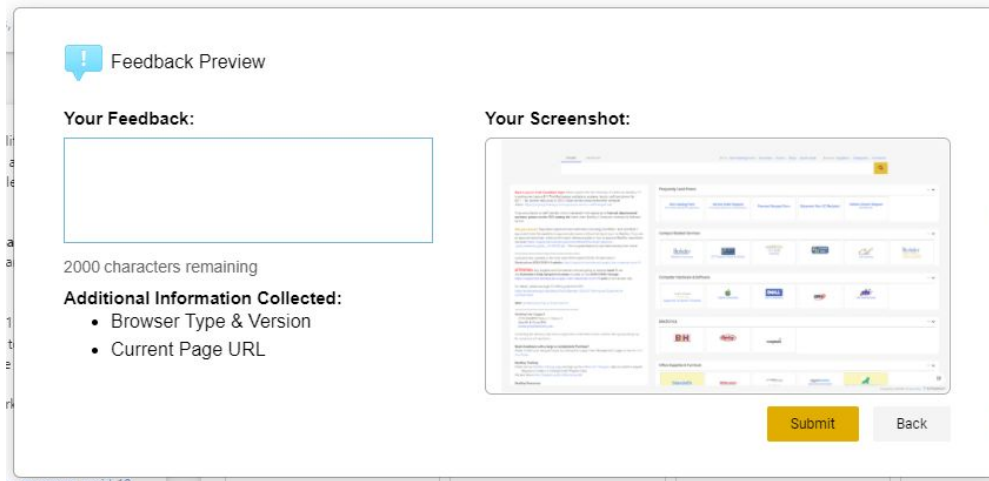


You will be notified of a prompt. Click **Next**.



A screenshot of the screen you are on will be taken, a preview of the screenshot will be shown, and you can **use the text box to it to add your feedback**. Click **Submit** once done.

*Please note that your feedback goes directly to Jaggaer and **not** to the UCB BearBuy team.*



Support

- **First Line of Support:** BearBuy Help Desk
 - Available Mon. – Fri. from 8AM to 5PM, **Phone:** 510-664-9000 Option 1, Option 2
 - **Email:** bearbuyhelp@berkeley.edu
- **Regional Group Purchasing Inquiries:** <https://portal.berkeley.edu/regions>
- **Invoice Inquiries:** <https://controller.berkeley.edu/financial-operations/accounts-payable/helpful-hints-our-vendors>
- **Inquiries for High Value Goods and Services over \$10,000:**
<https://supplychain.berkeley.edu/procurement/contact-your-buyer>