Jaggaer February 1 updates – New Jaggaer Alternate Procurement Process and Contract Module Rollout

Who and What
Procurement and Payment Services is hosting training sessions on the following dates and times. Each session is identical and will be recorded if unable to attend.

When and Where
January 20th, 2021 9:00-10:00 AM CT
January 21st, 2021 2:00-3:00 PM CT
January 26th, 2021 9:00-10:00 AM CT
January 27th, 2021 3:00-4:00 PM CT

Zoom Meeting
https://und.zoom.us/j/96854235726?pwd=eStncjc3R0g0THNNaTN6UEFmOTRhQT09

Agenda
1. Alternate Procurement Changes
   a. How to use the new Alternate Procurement Form
   b. How to process orders and payments and referencing the alternate procurement form.
2. Contract Module
   a. Contract request process – when and why to use
   b. Searching and viewing contract files.
   c. Overview of features such as notices, spend, non-catalog items, ETC.
   d. Referencing contracts on orders and payments

Jaggaer Resources and contacts

Manual, Quick Reference Guides, and Videos
https://campus.und.edu/finance/training.html#procurement
https://und.edu/academics/ttada/jaggaer-training-resources.html

Teams Chat
CHAT WITH US

Brandon Wallace  https://und.edu/directory/brandon.wallace
David Krause  https://und.edu/directory/david.krause
Jana Thompson  https://und.edu/directory/jana.k.thompson
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