

From: procure
Sent: Tuesday, March 18, 2014 4:26 PM
To: procure
Subject: ProcureAZ Alert - Issue with Advanced Search looking up Requisitions

ProcureAZ Alert

Date: March 18, 2014
To: Agency Chief Procurement Officers, Technical and Leads and User Group Members
From: ProcureAZ Help Desk
Re: Issue with Advanced Search looking up Requisitions

It has been discovered there is a defect with looking up Requisitions in ProcureAZ using the Advanced Search tool. ProcureAZ now requires the search to be case sensitive if using the **Req #** or **Description** field when searching.

Advanced Search	
Search for:	Module: <input type="text" value="Purchasing Module"/> Document Type: <input type="text" value="Requisitions"/>
Search Using:	<input type="text" value="ALL of the criteria"/>
<input type="button" value="Find It"/> <input type="button" value="Clear"/>	
Req #	<input type="text" value="ADSP014-00xxxxxx"/>
Description	<input type="text"/>
Buyer	<input type="text"/>
	<input type="text" value="Alternate ID"/>

As an example, if you search for adspo14-00xxxxxx – you will get the message “No Results Found” - You must search using ADSP014-00xxxxxx or just the numbers 14-00xxxxxx in order to find any results.

There is a ticket opened with the developers regarding this matter however, we do not have an ETA for a resolution. **At this time, we have only found it to affect Requisitions.** Let us know if you have issues searching for any other document type in ProcureAZ. Please notify all users who may use the search function regularly.

Please contact the Help Desk with any other questions or concerns.

Thank you,



PROCUREAZ HELP DESK

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