



Creating a Marketplace Shopping Cart and Requisition

FIRST

Note: A requisition cannot be sourced into a Purchase Order until all requisition lines are approved. Therefore, if you need an item quickly, it may be best to order it on its own one-line requisition.

rename

View My

Cart.

Update

home/shop

continue shopping

Proceed to Checkout

Issue Requisition

Requisition Summary (ePro Shopping Cart)

Ship To Location Chartfields

Asset

Information

Expand

Justification/Comments

Save and Preview Approvals

Submit

