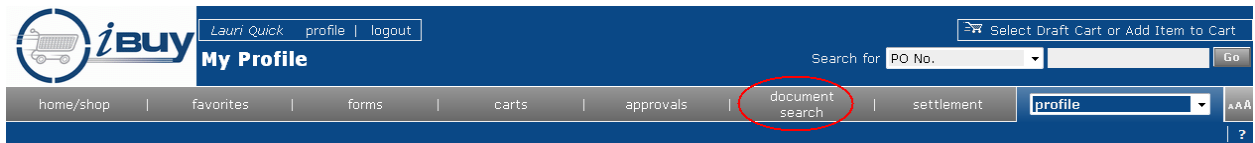
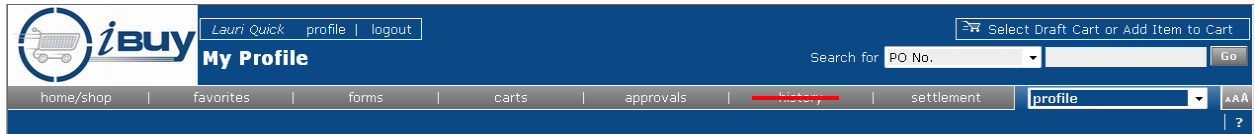


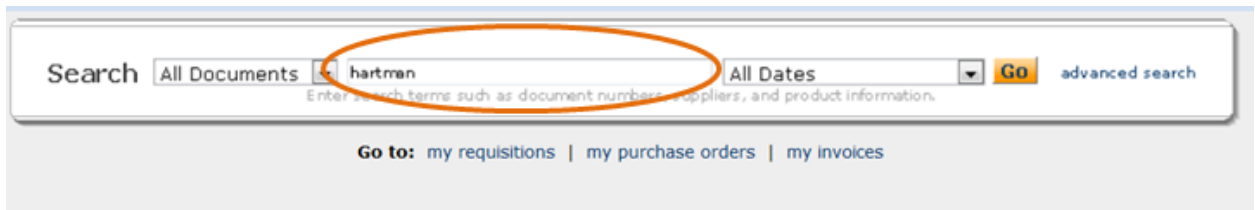
12.1 Release Upgrades – User Information

General availability – Noon on Sunday, March 25, 2012

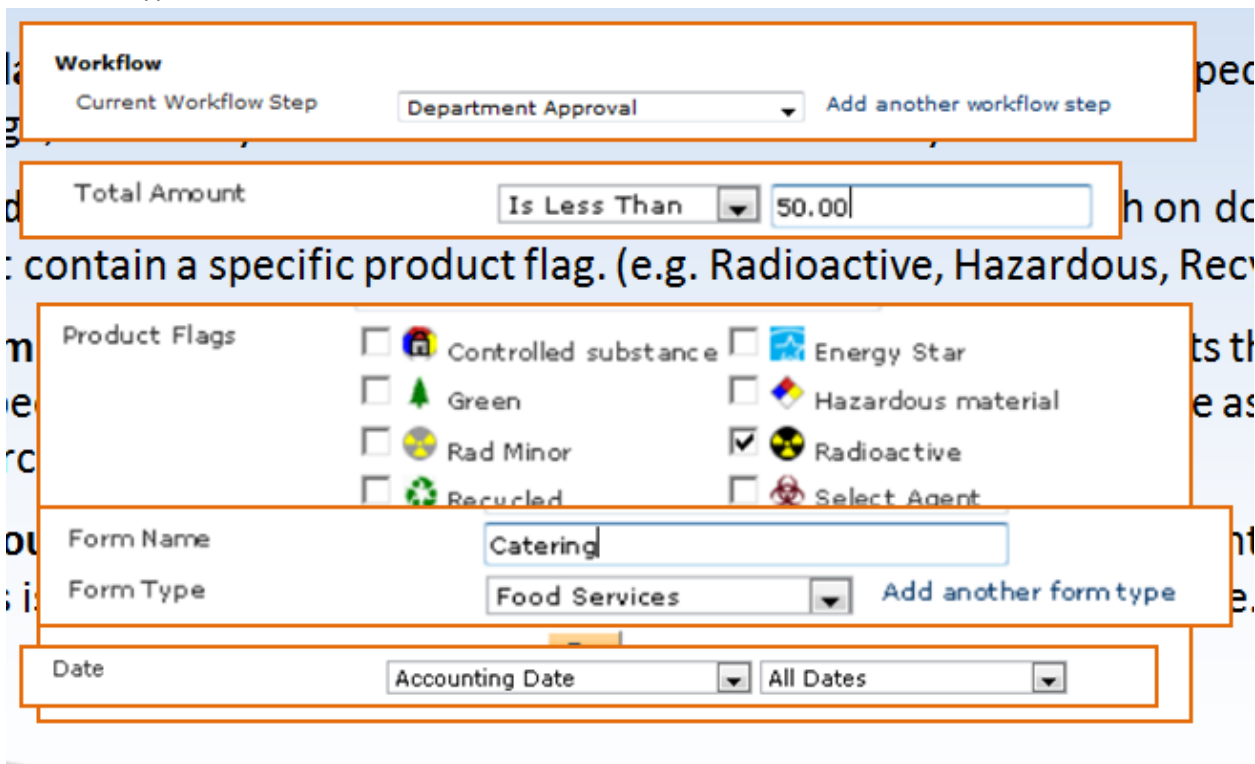
1. Document Search was added with the 11.3 Release. In the 12.1 Release, History goes away and is replaced with Document Search.



2. Improvement to Simple Search – User can search on user name.



3. Improvement to Advanced Search – User can search on workflow step, amount, product flags, form name and type, and dates.



12.1 Release Upgrades – User Information

4. Post-Search Filters – User can perform post-search filters on search results.

The screenshot shows a search results interface. On the left is a sidebar with various filters: Type (Purchase Order), Date Range (Last 30 days), Department (Accounting (21), No Department (3)), Form Type (Spot Buy (1)), Supplier (Airgas, Inc. (1), Alfa Aesar (1), Alltech Associates Inc. (4), Chem Service Inc. (5), Chemglass Inc. (2)), Product Flags (Energy Star (1), Green (3), Hazardous material (3), Rad Minor (1), Radioactive (1)), and Owner (Brian Little (1), Fred Solation (1)). On the right is a table of search results with columns for PO number, supplier, date, PO number, PO number, PO number, and status. The table lists several purchase orders, including PO972, PO971, PO970, PO969, NVPO411242, PO968, PO967, PO966, and PO965.

PO Number	Supplier	Date	PO Number	PO Number	PO Number	Status
PO972	Stressgen Biotechnologies Corp. (Phil's supplier)	1/18/2012 6:25 PM	325890	325891	325892	Receipt-Required No Matches
PO971	Alltech Associates Inc.	1/17/2012 9:49 PM	325700			Receipt-Required Fully Received Fully Invoiced Fully Matched
PO970	Airgas, Inc.	1/17/2012 7:50 PM	325676			Receipt-Required Partially Received Partially Invoiced Partially Matched
PO969	Chem Service Inc.	1/17/2012 6:16 PM	325612			Partially Received Fully Matched
NVPO411242	Nova Lab Supplies	1/17/2012 4:49 PM	325373			No Matches
PO968	Solutions Plus, Inc.	1/17/2012 4:46 PM	325630			No Matches
PO967	Chem Service Inc.	1/17/2012 4:46 PM	325630			Receipt-Required Fully Received Fully Matched With Returns With Cancelled Recd
PO966	Alltech Associates Inc.	1/17/2012 4:46 PM	325630			Receipt-Required Fully Received No Matches
PO965	Chem Service Inc.	1/11/2012 9:57 PM	324707			Fully Received Fully Matched

5. Next and Previous Links in Document Search – User can navigate to the next or the previous document within the search results. User can also select the specific document number.

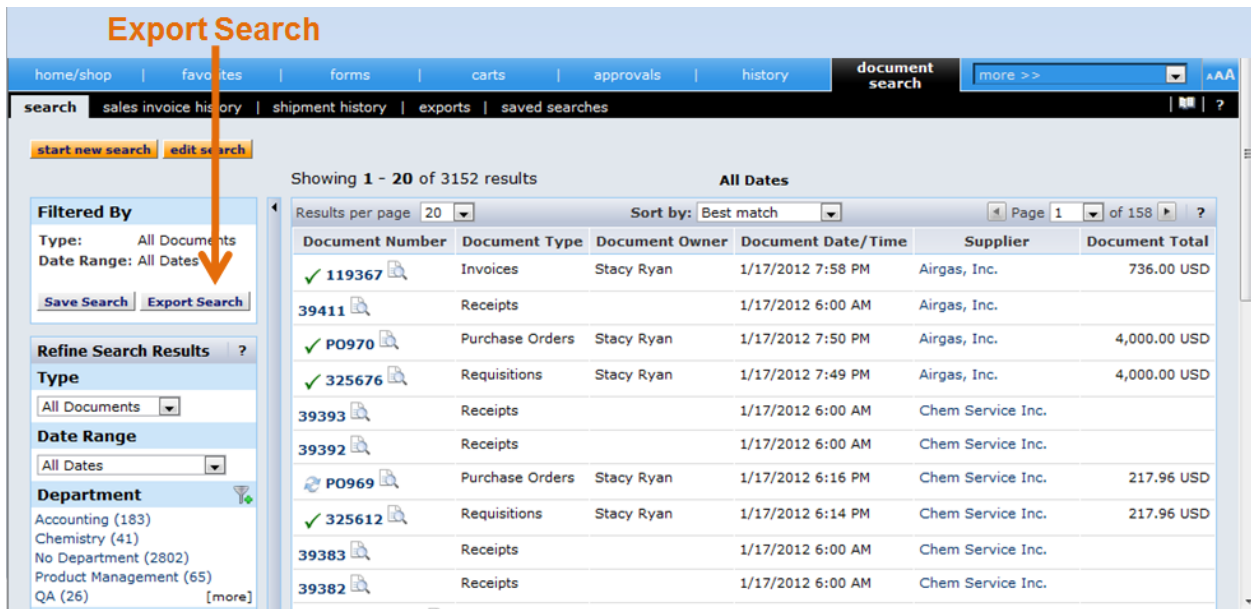
The screenshot shows a document search results page. At the top, there are navigation links: "Back to Results Link", "Next & Previous documents", and "Go to a specific a document". Below these links is a search bar with "search" and "voice history" buttons. The search results show "5 of 1103 results". The requisition number is "325400". The page displays a detailed requisition form with sections for General, Shipping, and Billing. The General section includes Status (Pending), Cart Source (Manual), Submitted (1/16/2012 8:04 PM), Cart Name (test email URL), Description (no value), Priority (Normal), Department (Product Management), Business Unit (SciQuest Houston (SciQuest Houston)), and Original Submitter (Approver Administrator). The Shipping section includes Ship To (Contact Line 1 Approver Administrator, 6501 Weston Pkwy, San Diego Cary, NC 92101 27513, US US) and Delivery Options (Expedite, Ship Via UPS-Ground, Req Delivery 1/16/2012). The Billing section includes Bill To (Contact: Accounts Payable, 6501 Weston Pkwy, Cary, NC 27513, United States), Credit Card Info (No credit card has been assigned.), and Billing Options (Accounting Date 1/31/2012).

12.1 Release Upgrades – User Information

- Improvement to Saved Searches – Users can now organize saved searches into personal folders. Saved searches can be shared with individual users, roles, or departments.



- Improvements to Document Search Export – Exporting is available for an **All Documents** search (Screen Export only).



12.1 Release Upgrades – User Information

8. Schedule Exports – Users can schedule recurring extracts for weekly and monthly searches only.

The first screenshot shows the 'My favorite searches' section. It lists three searches: 'all documents in the last month', 'Invoices in the last Week', and 'Monthly VWR spend'. Each search has buttons for 'Export', 'Schedule Export', and 'Go'. An orange arrow points to the 'Schedule Export' button for the first search.

The second screenshot shows the 'Scheduled Exports' section. It contains a table with the following data:

File Name	Description	Interval	Last Run Date	Next Pick-up Date	Expire Date	Action
Weekly_last weeks reqs_2-5-2012	last weeks reqs	Weekly	N/A	2/6/2012	1/31/2013	Delete

9. Contract Manager has been activated in production along with the 12.1 Release. If/when University contracts are loaded, users will be able to search on them. The Contracts tab is visible from the drop down on the menu bar.

Contracts Tab

The screenshot shows the top navigation bar with tabs: home/shop, favorites, forms, carts, approvals, document search, settlement, and more >>. A red arrow points to the 'more >>' dropdown menu, which is open and shows the 'contracts' tab selected.

Contracts Search

The screenshot shows the 'Search For Contract' form. It includes the following fields and controls:

- Contract Number: Text input field
- Contract Type: Dropdown menu
- Contract Keyword: Text input field
- Contract Status: Dropdown menu
- Supplier Name: Text input field with a 'Select Supplier' button
- Supplier Class: Dropdown menu
- A 'Search' button at the bottom right.