

Where do I find...?

► Use this guide to quickly locate commonly used pages via the navigation menus.

	<p>Where do I find my favorites?</p>	
	<p>Where do I find a complete listing of BearBuy forms?</p>	
<p>Shopping</p>	<p>Where is my active cart used for shopping?</p>	
	<p>Where do I find a listing of draft/assigned/returned carts?</p>	
	<p>How do I navigate to the main Shopping page if I changed my default home page to another page?</p>	

	<p>How do I find requisitions / vouchers pending my approval?</p>	
<p>Document Approvals</p>	<p>How do I find a listing of items that require my attention?</p>	
	<p>I am set to receive BearBuy notifications through the site. Where are the notifications found?</p>	
	<p>Where do I search for documents (requisition, purchase orders, vouchers, and receipts)?</p>	
<p>Search</p>	<p>Is there a simple and easily accessible way to search for documents?</p>	
	<p>I can't find where a page is in the menu. How do I find the page?</p>	

<p>Profile & Setup</p>	<p>Where is my profile?</p>	
	<p>Where do I set and access my frequently accessed BearBuy pages?</p>	
	<p>Where can I change my default home page?</p>	