Reminder: BearBuy Unavailable

Jaggaer 23.3 Release will be promoted to our BearBuy production environment the weekend of November 3rd and there will be associated downtime.

BearBuy production downtime will take place between Friday, November 3rd, at 6 p.m. through Sunday, November 5th, at 9 a.m. to upgrade from release version 23.2 to 23.3. To avoid delays, please complete all BearBuy requests prior to the system maintenance. BearBuy will be available on Monday, November 6th.

What to expect during the outage:

• BearBuy will not be available
• Please complete all BearBuy requests prior to the outage
• BearBuy will be available on Monday, November 6th.
Key Changes

- **Improved Optional Receipt Creation**
  - Simplified steps for creating an optional receipt directly from a purchase order

- **Draft Receipt Enhancements**
  - New **Cancel** and **Return** icons when creating a receipt
23.3 Improved Optional Receipt Creation

In 23.3, a new **Create Receipt** action replaces the separate Create Cost Receipt and Create Quantity Receipt actions.

**Before 23.3**

Navigate to a Purchase Order, click the action “…” icon and select **Create Quantity Receipt**.

**After 23.3**

Navigate to a Purchase Order, click the action “…” icon and select **Create Receipt**.
23.3 Improved Optional Receipt Creation

In the **Create Receipt** window, use the checkboxes to select the PO lines you want to receive against and the type of receipt you want to create.
23.3 Draft Receipt Enhancements

To simplify functionality when cancelling and returning a draft receipt line, a **Cancel** icon has been added and the copy icon has been replaced with a **Return** icon.
Browser Requirements

BearBuy is only supported on the following browsers and versions*:

- Microsoft Edge - latest version
- Firefox - latest version
- Chrome - latest version
- Safari - latest version

*Pop-up blockers must be disabled
Resources

BearBuy Training Materials:  https://supplychain.ucsf.edu/bearbuy-training

Additional Questions

For BearBuy support, contact the IT Service Desk at (415) 514-4100 (Option 2)

or appsupport@ucsf.edu between 8a.m. - 5p.m.