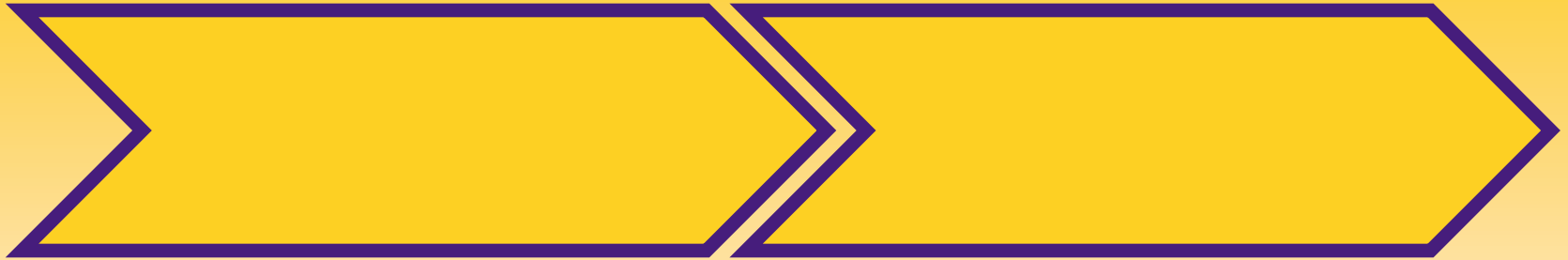






Timeline





Process Diagram

	Pre-July 2013	Phase 1	Phase 2
Purchase Order	<input type="text"/>	<input type="text"/>	GeauxShop
Catalog PO	<input type="text"/>	GeauxShop	GeauxShop
Was Pcard Now Catalog PO	<input type="text"/>	GeauxShop	GeauxShop
Pcard	<input type="text"/>	<input type="text"/>	<input type="text"/>



Roles – End User

Department Role	Main Functions
Shopper	Searches for and selects the goods or services in GeauxShop Creates a Shopping Cart in GeauxShop
Requester	Searches for and selects the goods or services in GeauxShop Creates a Shopping Cart in GeauxShop Required to add accounting info and submit requisition Authorized to expend university funds up to \$5,000
Department Financial Approver	Determines if expense is an allowable and appropriate expense Determines if funds are available for purchase Approves or returns the requisitions
Invoice Approver	Approves invoices in GeauxShop



Training Schedule



Next Steps



Questions

