



In November 2020, U Market's software (Jaggaer) was updated to version 20.3. The new version has a redesigned interface, which changes the look and feel of the shopping tool while maintaining its core functionality. See below for a side-by-side comparison of the main areas inside of U Market.

### OLD - HOME PAGE

### NEW - HOME PAGE

The bulk of the U Market Home Page has remained the same. However, there are two minor changes worth noting.

1. The "Quick category" dropdown menu (e.g. lab supplies electronics, etc.) on the search bar has been removed. However, you can still search by these categories using the filters on the search results page.
2. The "Advanced" search button is now found at the top of the search bar.



## OLD - SEARCH RESULTS

Home | UNIVERSITY OF MINNESOTA | U Market | All | Search (Alt+Q) | 8.95 USD | Logout

Shop | Shopping | Shopping Home

Shop: Everything | paper | Go

Go to: advanced search | favorites | forms | non-catalog form | quick order | Browse: suppliers | categories | contracts

Results for: Everything : paper

Showing 1 - 20 of 4000+ Results | What does "+" mean? | Compare Selected: 0

Results Per Page: 20 | Sort by: Best Match | Page 1 of 200

<b>Plastiklips Paper Clips, Medium (No. 4), Assorted Colors, 500/Box</b> from Innovative Office Solutions, LLC	Order from Supplier
Part Number: BAULP0300 Manufacturer Info: BAULP0300 - (BAUMGARTENS) TARGETED SUPPLIER: Yes	Free Shipping BX add favorite   compare
<b>Presentation Matte Paper, 24" x 82 ft, Matte White</b> from Innovative Office Solutions, LLC	Order from Supplier
Part Number: EPSS041295 Manufacturer Info: S041295 - (EPSON AMERICA, INC.) TARGETED SUPPLIER: Yes	Free Shipping RL add favorite   compare
<b>8568B001 (RP-108) Ink/Paper Combo, 50 Page-Yield, Tri-Color</b> from Innovative Office Solutions, LLC	Order from Supplier
Part Number: CNM8568B001 Manufacturer Info: 8568B001 - (CANON USA, INC.) TARGETED SUPPLIER: Yes	Free Shipping PK add favorite   compare

## NEW - SEARCH RESULTS

Home | UNIVERSITY OF MINNESOTA | U Market | All | Search (Alt+Q) | 6.73 USD | Logout

Shop | Orders | Contracts | Accounts Payable | Suppliers | Reporting | Administer | Setup

Simple | Advanced | Go to: Non-Catalog Form | Favorites | Forms | Shop | Quick Order | Browse: Suppliers | Categories | Contracts

Hide | paper | X | Q

Search Results: 4000+

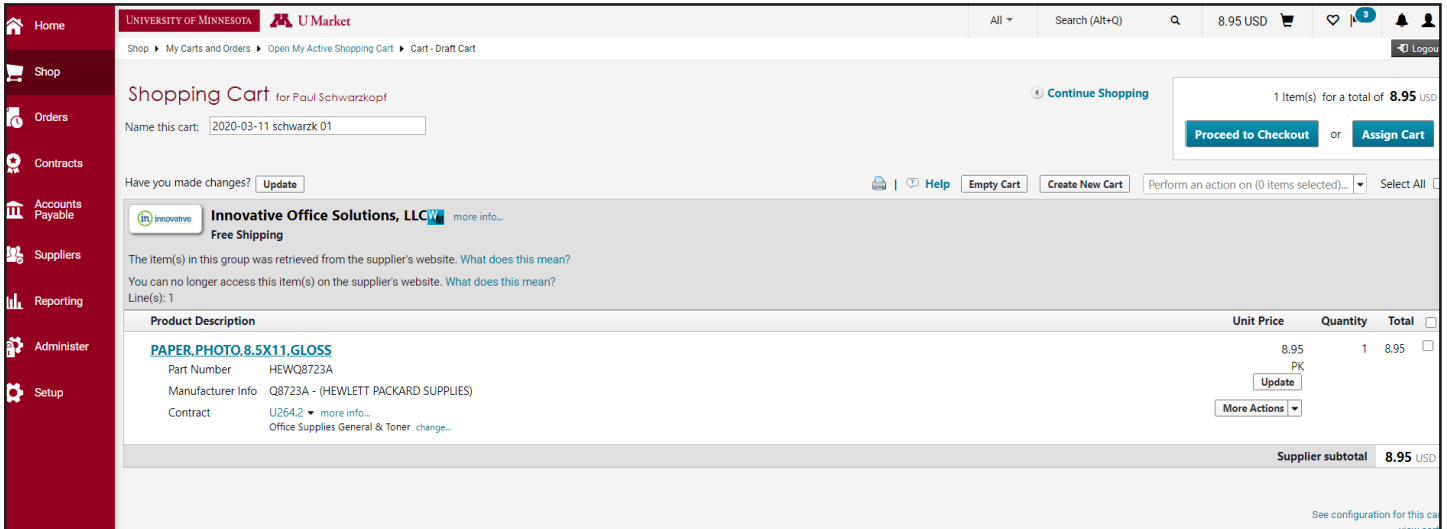
Compare | BEST MATCH | Gears | Tiles

<input type="checkbox"/> EA <input type="checkbox"/> CS <input type="checkbox"/> BX <input type="checkbox"/> CT Show all	<b>Plastiklips Paper Clips, Medium (No. 4), Assorted Colors, 500/Box</b> from Innovative Office Solutions, LLC	<b>Presentation Matte Paper, 24" x 82 ft, Matte White</b> from Innovative Office Solutions, LLC	<b>8568B001 (RP-108) Ink/Paper Combo, 50 Page-Yield, Tri-Color</b> from Innovative Office Solutions, LLC	<b>Premium Luster Photo Paper, 3" Core, 10 mil, 20" x 100 ft, Premium Luster White</b> from Innovative Office Solutions, LLC
<b>By Result Type</b> <input type="checkbox"/> Products	Part Number: BAULP0300 TARGETED SUPPLIER: Yes	Part Number: EPSS041295 TARGETED SUPPLIER: Yes	Part Number: CNM8568B001 TARGETED SUPPLIER: Yes	Part Number: EPSS042080 TARGETED SUPPLIER: Yes
<b>By Manufacturer</b> <input type="checkbox"/> AHLSTROM MUNKSJO FILTRATION LLC. <input type="checkbox"/> Global Life Sciences Solutions Usa Llc <input type="checkbox"/> Fisher Scientific <input type="checkbox"/> Sartorius Corporation	<a href="#">Order From Supplier</a>	<a href="#">Order From Supplier</a>	<a href="#">Order From Supplier</a>	<a href="#">Order From Supplier</a>

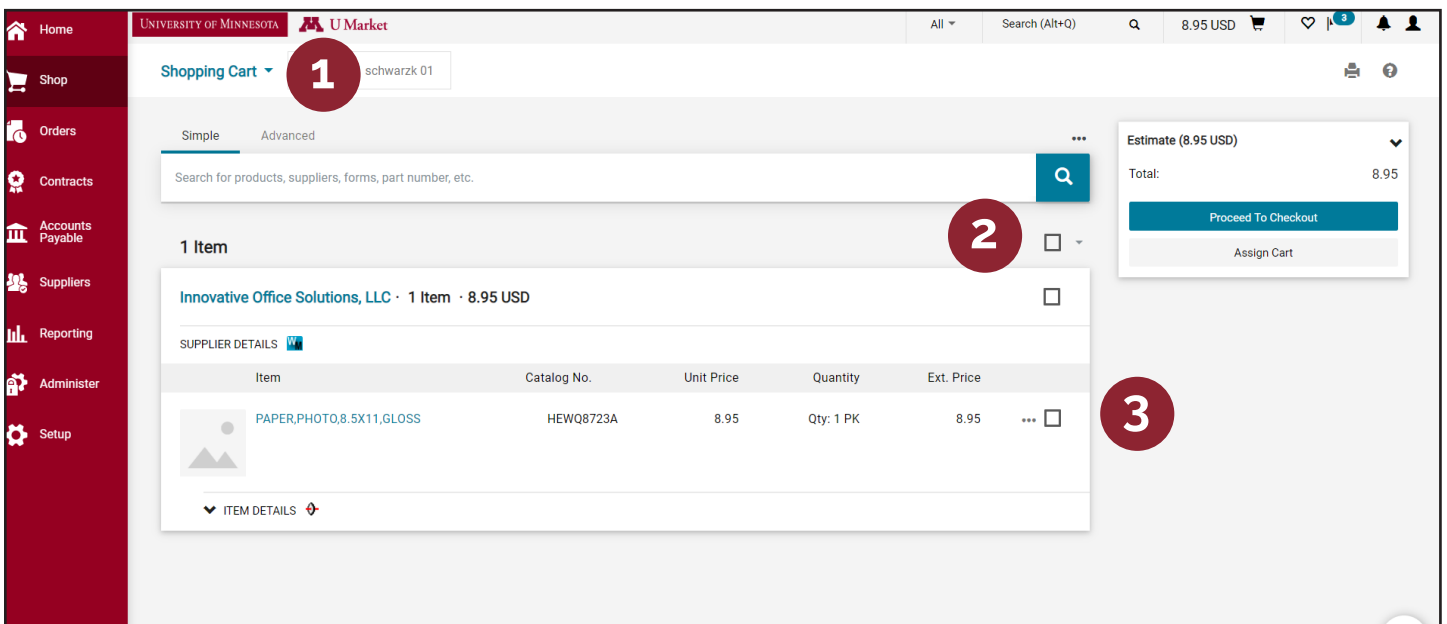
1. In the new version, the "Tiles" button in the upper-right-hand corner toggles between two different views, which changes the overall appearance of the search results.
2. In the new version, the "Gears" icon in the upper-right-hand corner lets you select which details you'd like to see in the product descriptions.



## OLD - CART DETAILS



## NEW - CART DETAILS



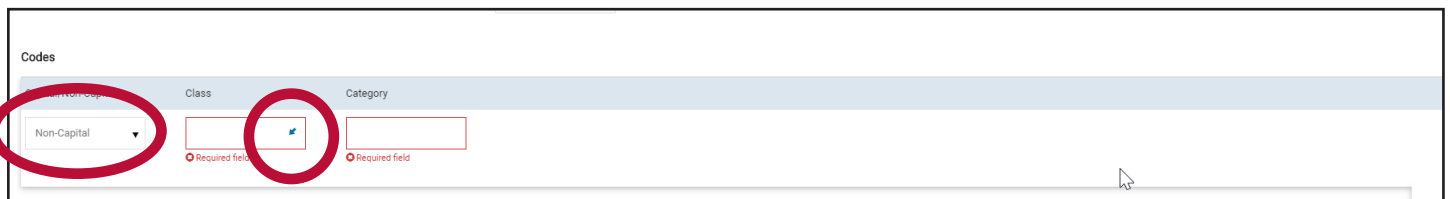
1. The “Empty Cart” and “Create New Cart” buttons have been moved to the arrow icon next to the word “Shopping Cart” in the upper-left-hand corner.
2. The “Perform an action on selected items” dropdown menu can now be found as an arrow icon next to a checkbox icon.
3. The “More Actions” dropdown menu for each cart item is now an “...” next to a checkbox. To perform an action on any cart items, one or more boxes needs to be checked.



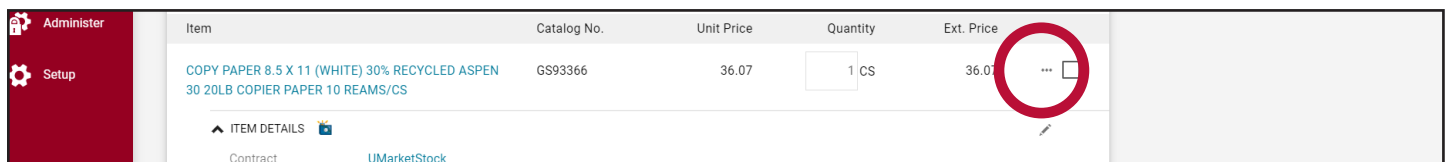
### NEW - CART CHECKOUT (REQUESTERS ONLY)



1. The main change to the cart checkout page is how to enter class and category codes.
2. To assign class and category codes, click any of the blue links that contain the word "Required" in the top-right-hand corner or left-hand-side of the page.



3. At the bottom of the pop-up screen, choose from the dropdown menu whether the purchase is "Capital" or "Non-Capital."
4. An arrow will appear in the "Class" text box. Click it to get a dropdown menu of options. Repeat this process for the "Category" section and save your changes.



5. To change the codes of individual items within your cart click the "..." symbol next to the item you want to edit. A menu will pop-up. Select "Codes" from the top of the menu. Choose new classes or categories and save your changes.



### OLD - INTERNAL SEARCH

Cart No.	Supplier(s)	Cart Name	Requisitioner	Cart Date/Time	Cart Total
130200738	UMinn Bookstore	2020-03-03 schwarzk 01	Paul Schwarzkopf	3/3/2020 2:48 PM	100.00 USD
129553734	Innovative Office Solutions, LLC	2020-02-18 schwarzk 01	Paul Schwarzkopf	2/19/2020 3:58 PM	97.20 USD
129056176	UMinn Bookstore	2020-02-06 schwarzk 01	Paul Schwarzkopf	2/6/2020 1:58 PM	75.00 USD
126143152	Innovative Office Solutions, LLC	2019-11-19 schwarzk 01	Paul Schwarzkopf	1/14/2020 1:38 PM	340.94 USD
123995754	UMinn Bookstore	2019-10-01 schwarzk 01	Paul Schwarzkopf	10/2/2019 10:50 AM	340.00 USD
123169990	Home Depot U Market Stock	2019-09-12 schwarzk 01	Paul Schwarzkopf	9/18/2019 9:48 AM	114.41 USD
122970030	One 2 One Marketing, Inc.	2019-09-09 schwarzk 01	Paul Schwarzkopf	9/9/2019 11:09 AM	200.00 USD
122774841	One 2 One Marketing, Inc.	2019-09-04 schwarzk 01	Paul Schwarzkopf	9/5/2019 9:17 AM	400.00 USD

### NEW - INTERNAL SEARCH

Order Identifier	Type	Order Status	Order Owners	Created Date/Time	Completed Date	Supplier	Total Amount
0001959954	Purchase Order	Complete	Vicki Mincer	8/4/2020 1:14:17 PM	8/4/2020 1:14:48 PM	VWR International, LLC	563.38 USD
0001959926	Purchase Order	Complete	Vicki Mincer	8/4/2020 1:13:45 PM	8/4/2020 1:14:15 PM	U Market Stock	24.51 USD
0001959925	Purchase Order	Complete	Vicki Mincer	8/4/2020 1:13:33 PM	8/4/2020 1:14:17 PM	U Market Stock	1,081.58 USD
0001959923	Purchase Order	Complete	Vicki Mincer	8/4/2020 1:13:32 PM	8/4/2020 1:14:12 PM	U Market Stock	292.70 USD

The search feature for past carts, POs, invoices, etc. has undergone a major update. Rather than being presented with a search screen and a separate search results page, the two are now integrated.

When you first visit this area, you should be prompted to take a "tour" of how this section functions. If you are not prompted to take tour, try revisiting this area or simply refer to the steps below.

1. Before you begin, choose what you want to search for by clicking "Orders" (carts, purchase orders, etc.).
2. On the search page, use the "Add Filter" drop-down menu to choose specific criteria which will narrow your results. You can also use the "Quick Filters" and choose from options on the left-hand side.
3. If you want to add or remove various columns, click the "Gears" icon in the upper-right-hand corner.
4. Just like previous versions, you can save your searches and export your search results by clicking the buttons in the upper-right-hand corner.