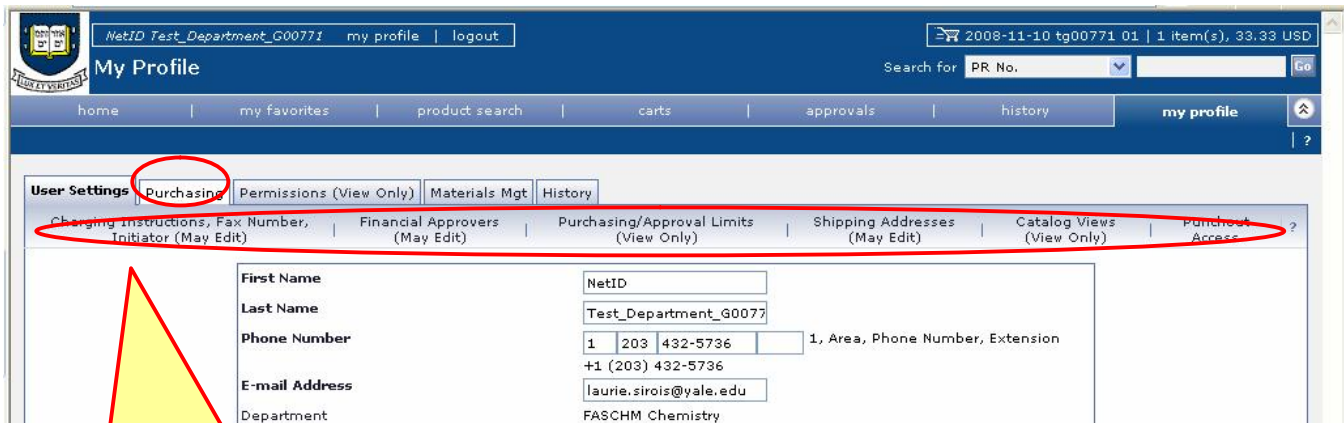
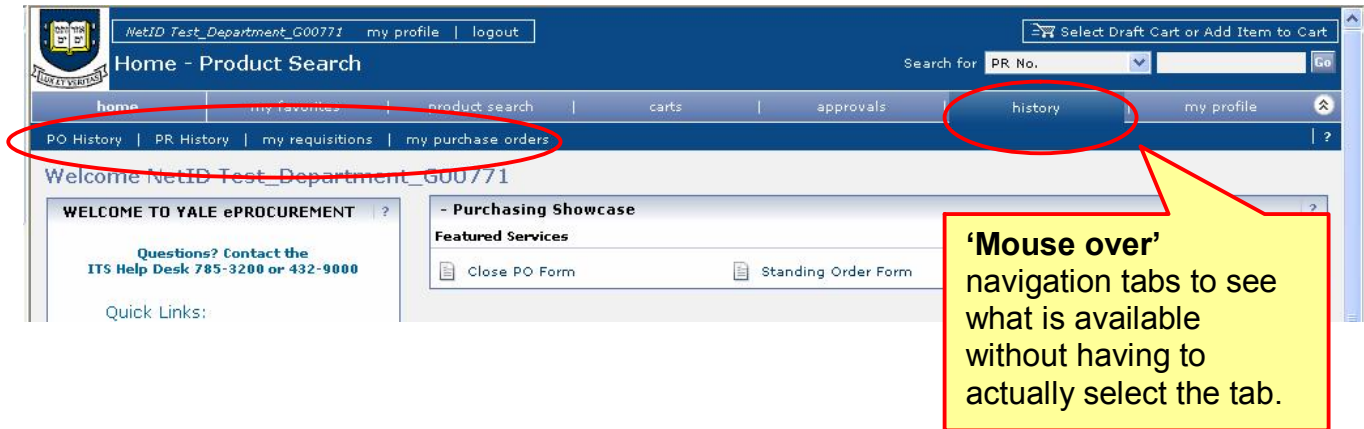


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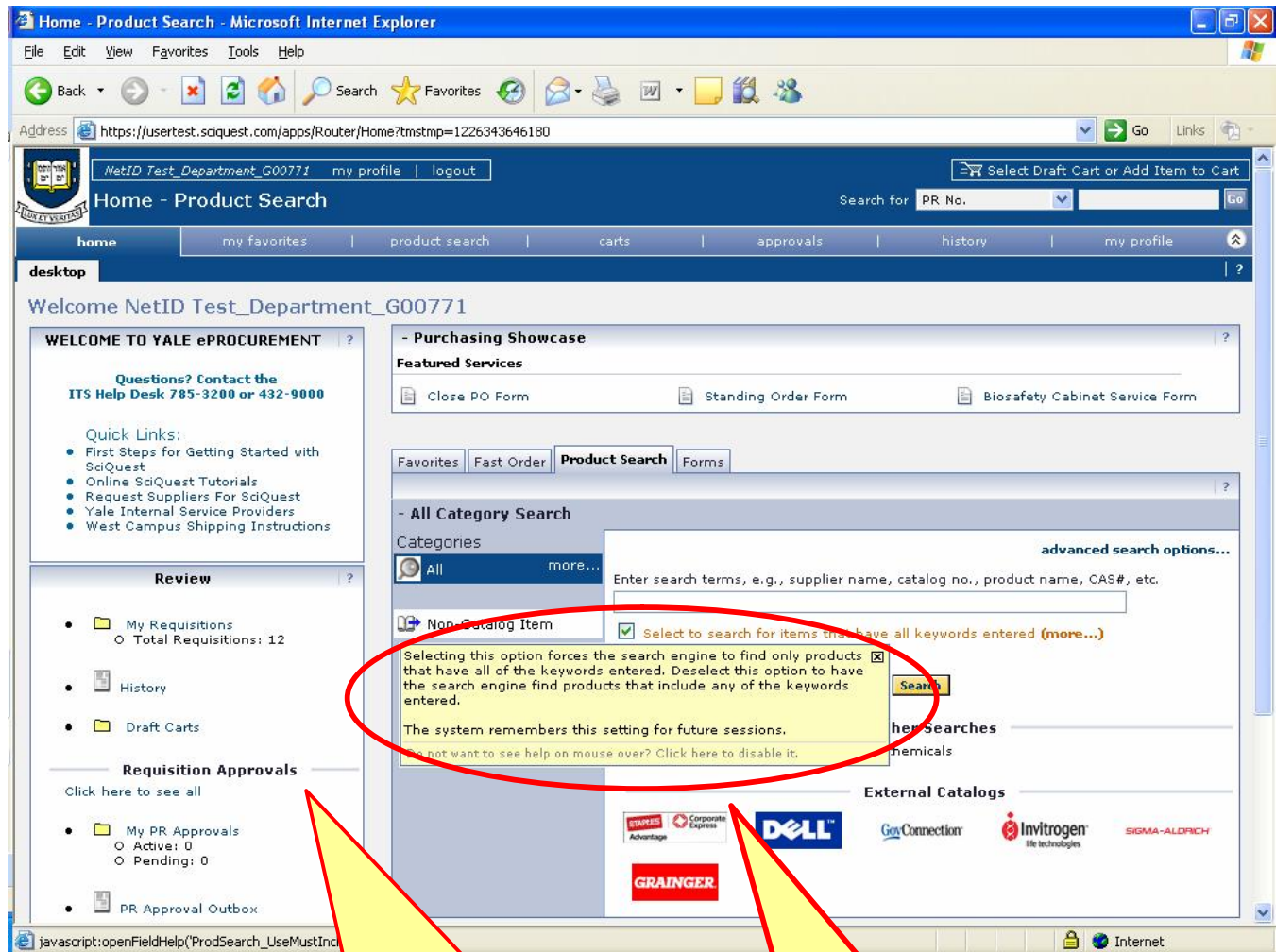
Preview Sub-Tabs While Browsing Navigation Tabs:

When you pause at a navigation tab, you will quickly see available sub-menu options, saving time spent 'clicking' unnecessarily as you navigate the menus. You also have the option of highlighting and selecting the sub-menu item as you view it.



Hover Help

This information was previously only available by clicking on the field, in which case a secondary window displayed. Now, after placing your cursor on a field for approximately one second, a small popup window displays information about that field.



Approvers will see a new section on the home page named **Requisition Approvals** for their approval folder(s) and outbox

'Hover' over a field to view the field-specific help text.

To Disable the Optional Help feature:

In any hover help popup window, you will see a gray link which says: "Do not want to see help on mouse over? Click here to disable it."

In addition, this setting can also be enabled or disabled at any time via your Profile: User Settings → Color Settings (May Edit).