Purchase Orders
SRM Guide to Hard Stop and Common Errors

Error or Issue	Resolution
Note to Supplier or Internal Note text boxes are not visible in SRM.	**Problem:** User hid the text box for Notes to Supplier or the Internal Note in the Purchase Order or Shopping Cart's Overview tab in SRM. **Solution**: 1. Right click to the right of the screen in any blue/grey part of the Display Purchase Order screen. 2. Select "User Settings." 3. Select "More." 4. Select "Reset User Settings for Running Application." The text boxes will re-appear.