

From: sceis-ast@sceis.sc.gov

To: AST Leads, Procurement Directors, Finance Directors

CC: SCEIS Team, SCEIS Service Desk

Subject: SRM 7.2 Update: Purchase Orders

Good Morning SCEIS Users -

The SCEIS Team would like to provide the following status updates on Supplier Relationship Management (SRM) 7.2 issues.

Purchase Order Vendor Text

Status: Resolved

Date of Resolution: February 8, 2014

Users should no longer see the # sign in Vendor Text. The SCEIS Team will continue to make improvements to the Purchase Order form.

SRM Delivery Address

Status: Resolved

Date of Resolution for Printed Form: December 13, 2013

Date of Resolution for Display on Screen: February 20, 2014

On December 13, the incorrect ship to address on the printed form was corrected.

The current screen display of "Ship-To Address, 94, SCEIS Room" is a standard SAP display. The instructions that follow provide steps on verifying the ship-to (delivery) address and changing a ship-to address, if needed. Click the link below for instructions on how to verify and/or change a delivery address on a Purchase Order.

[Verify and Change Delivery Address on a Purchase Order](#)

The SCEIS Team will continue to send updates as resolutions are implemented. We appreciate your continued support during this transition period. If you have any questions about this message, contact the SCEIS Help Desk at (803) 896-0001 (Select option 1 for SCEIS Help) or by email at SCEISHelpDesk@sceis.sc.gov.

Thank you,
The SCEIS Team