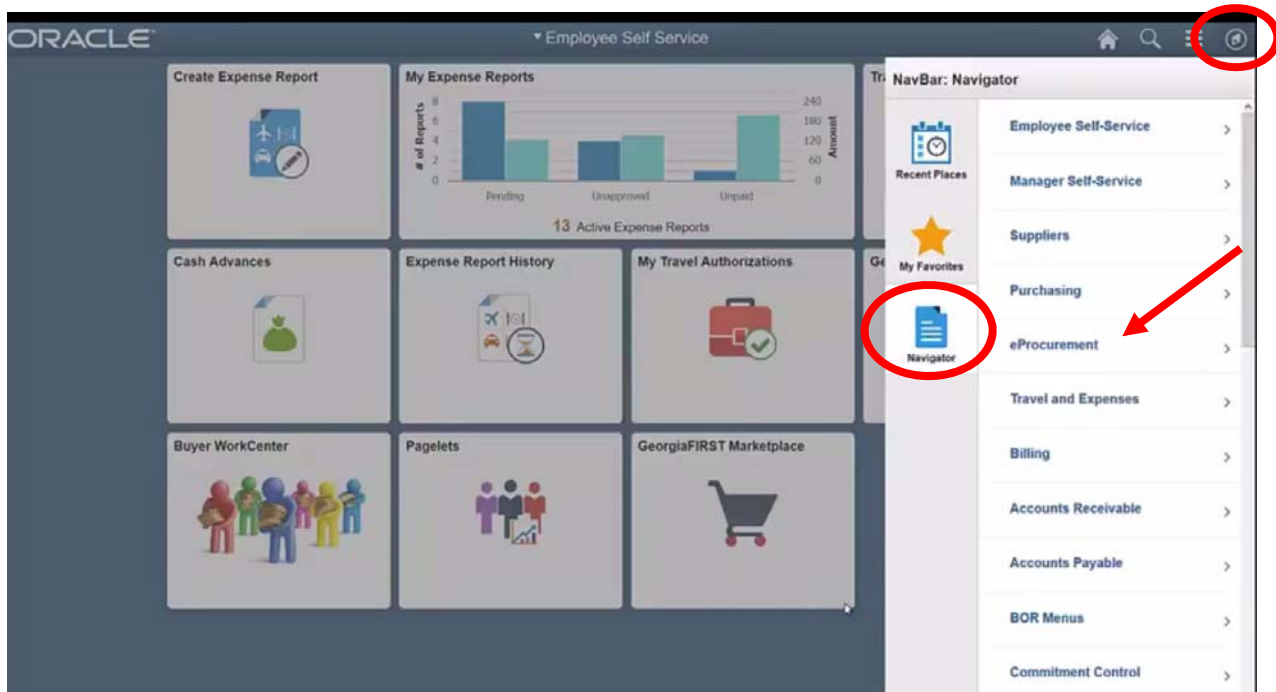


# Creating an ePRO Requisition with Fluid User Interface in PeopleSoft Financials

PeopleSoft Financials introduced a new Fluid user interface in Release 5.30. PeopleSoft fluid pages are designed to scale gracefully from large screen devices, such as laptops and desktops, to the reduced viewing space of tablets and smartphones. Each user will see the new fluid interface upon logging into PeopleSoft Financials.

This job aid is designed to instruct users on how to access the requisition module for the creation and management of ePRO Requisitions.

**ePRO Requesters** will utilize the traditional, “classic view” for creating and managing ePRO requisitions. To access the “classic view” navigation menu, click on the Compass icon. Next click on the Navigator icon. The traditional PeopleSoft menu will be available. You can then proceed to eProcurement > Requisitions to begin the creation of a requisition using the traditional, “classic view.”



An **ePRO Shopper** may utilize the GeorgiaFIRST Marketplace tile on the new fluid homepage to access the marketplace to shop and place items in a cart. These carts will then need to be reassigned to a requester as normal. Requesters should not utilize the GeorgiaFirst Marketplace tile to access the marketplace. Using this tile will not allow the requester to issue a requisition after placing items in the cart.

