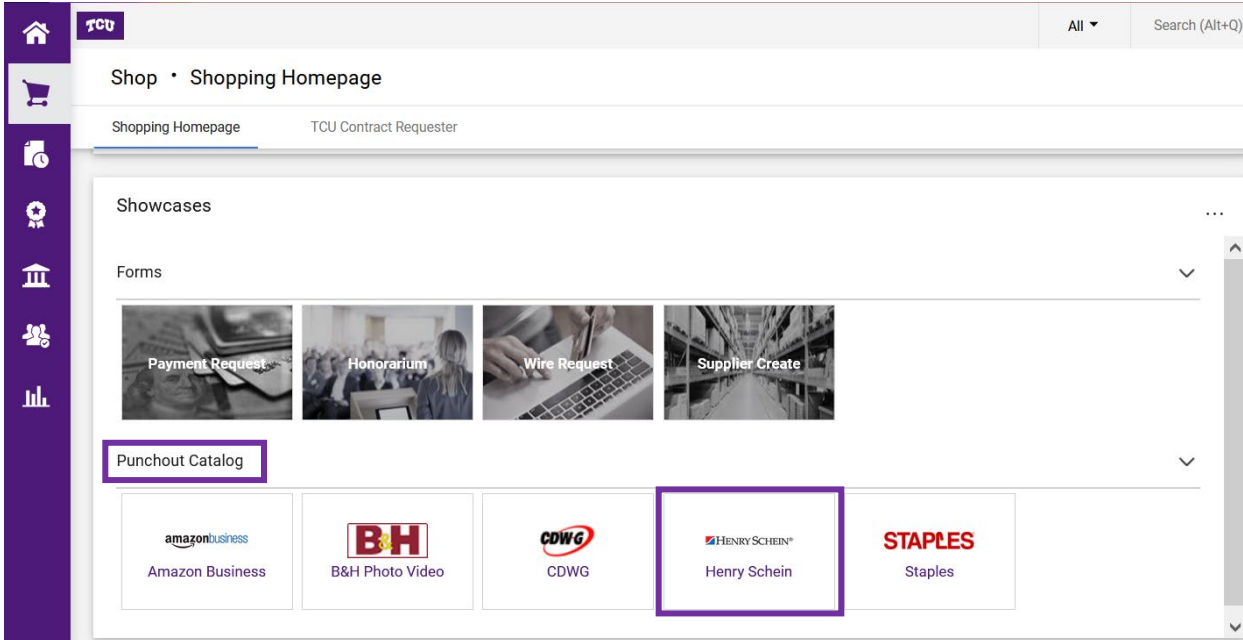


# JAGGAER PUNCHOUT CATALOG TRAINING SLIDES

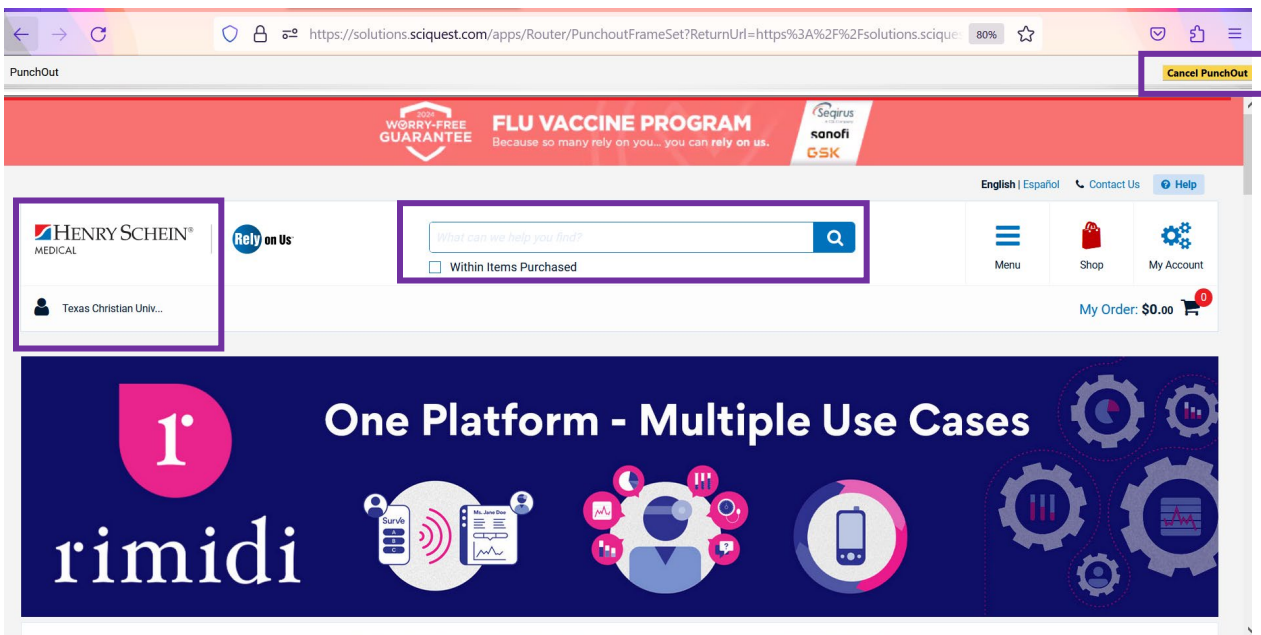
This training will focus on punchout catalogs and access to those catalogs are in Jaggaer.

Clicking on any of the punchout catalogs tiles above will then open supplier's webpage or marketplace within a few seconds. All the items available on these catalogs reflect TCU's discounted pricing, tax exemption etc.



While in the punchout session, in the top banner will indicate the supplier name/logo and TCU. This informs the user that they have accessed the correct site.

Also at the top, there will be a “search” field where the user can locate the item they wish to purchase. Additionally, if the user decides to cancel the punchout session for any reason they may do so by clicking on “cancel punchout” session.




Once the item is found, user will click on “add to cart” (Note: this jargon may vary from supplier to supplier). If user would like to order additional products simply search again and add the item(s) to cart.

PunchOut Cancel PunchOut

**HENRY SCHEIN<sup>®</sup>** MEDICAL **Rely on Us**

PRINT CLOSE





**First Aid Kit For 10 Person Ea**  
6926877 | Pacc-Kit Safety Equipment - 6060

**DESCRIPTION:**  
First Aid Kit For 10 Person Each


**Contains:**  
16 - 1' x 3' plastic adhesive strips, 4 fabric bandages (2 of each: knuckle & fingertip), 4 - 3" x 3" sterile gauze pads, 1 large wound pad, 1 - 2" gauze bandage, 1 - 40" triangular bandage, 1 roll of 1/2" x 5-yd adhesive tape, 4 latex exam gloves, 10 antiseptic wipes, 6 - 0.9-g first-aid/burn cream packets, 6 - 0.5-g triple antibiotic ointment packets, 1 pair of scissors, 1 pair of forceps & 1 first-aid guide (ANSI 2009 version).

**PACKAGING OPTIONS (1)**

	\$51.49	EA
	1 @ \$13.80	

1 - + Add To Cart

**Recommended**  
Total: 3



**CAT Tourniquet Black**  
4997818 | North American Rescue LLC — 30-0001

1 @ \$27.05

EA - + Add To Cart

☐ Compare ☒ Save to Shopping List

**CATEGORY:**  
Medical Diagnostic & Emergency / Diagnostic & Med Equipment / Surgical Equipment / Ems Equipment / Consumables

**UNSPSC:**  
42295100

[ADDITIONAL ATTRIBUTES](#)


To finalize the purchase and return back to Jaggaer, user can click on the shopping cart, usually located top right and submit the requisition or purchase of which the session will end and everything in users' cart will transfer automatically to Jaggaer for final approval.

**HENRY SCHEIN<sup>®</sup>** MEDICAL **Rely on Us**

SEARCH

☐ Within Items Purchased

Menu Shop My Account


Texas Christian Univ... My Order: \$13.80 


**Supplies**

- Order from History
- Browse Supplies
- Speed Entry
- Shopping Lists
- Order Forecast
- My Order**
- Unplaced Orders
- Electronic 222 Ordering (E222)
- SDS Look-up
- Henry Schein Brand
- Featured Offers
- Product Guides
- Our Customers
- Products
- Solutions & Services
- Resource Center
- Help
- About Henry Schein Medical
- My Account

**Supplies / My Order / My Order**


VIEW ORDER FORECAST CONTINUE SHOPPING

Item Code Qty 



**First Aid Kit For 10 Person Ea**  
6926877 | Pacc-Kit Safety Equipment — 6060

1 @ \$13.80


1 EA 

Total \$13.80

SAVE TO A SHOPPING LIST CLEAR

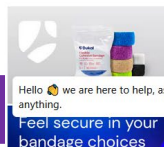
RECALCULATE **SUBMIT REQUISITION**

**Featured Products**



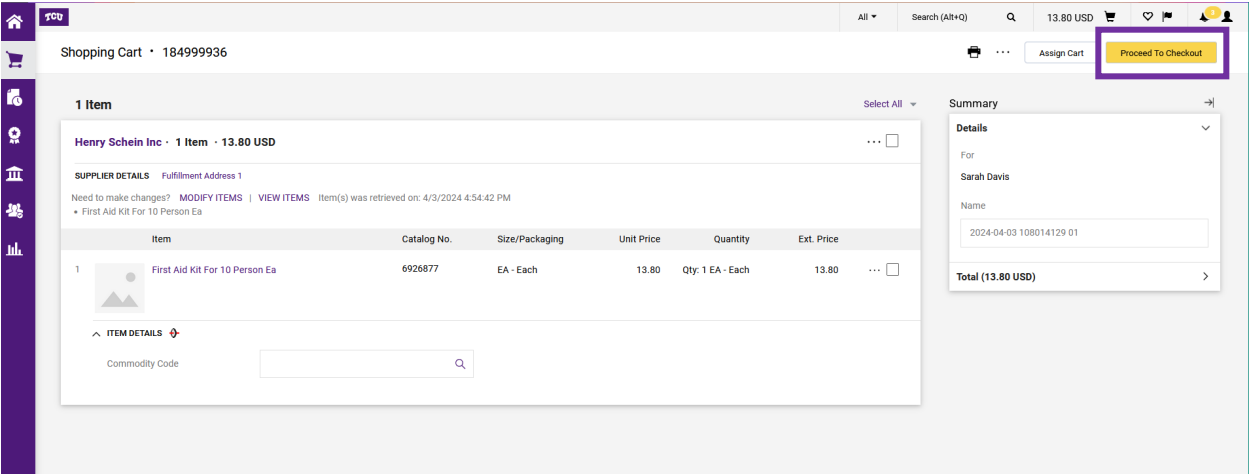
**It Takes a Team to Manage Diabetes**

Let Us Help Yours. WE'VE GOT YOU COVERED FOR ALL YOUR DIABETES NEEDS. Shop Now



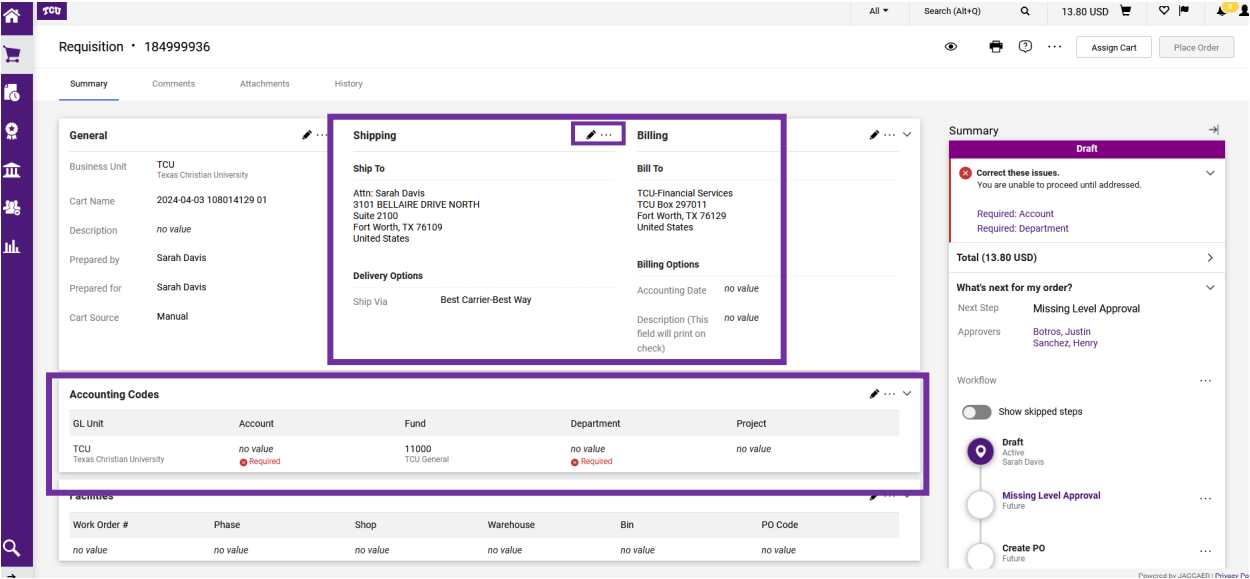
Hello, we are here to help, ask anything. Feel secure in your bandage choices

Once users' session is brought back to Jaggaer, click on "Proceed to Checkout". User should verify that all items from the supplier portal are now listed in the Jaggaer requisition. If user does not have authority or the role to proceed to checkout, click on "assign cart" and search for a requisitioner in their department that can submit the order or user can cancel the session and formally request the requisitioner/submitter Jaggaer role.



It is important for the user to verify the shipping/delivery address and accounting codes. User can edit these field by clicking on the "pencil" or edit object by the shipping or accounting fields. If these are being charged to different accounting codes, user can include those on the specific item line above.

Accuracy of this information is imperative because once it is submitted for approvals, it cannot be revised.



Once user has verified the shipping and accounting codes, click on “place order” to finalize the purchase. It will automatically route for internal approvals. If varies accounting codes were entered, make note that there may be multiple approvers to the purchase.

If user would like to know the status of the approvals, they may view them by entering the requisition or corresponding purchase order number and the status is displayed on the right. By clicking on “level 1 approval” it will display the individual waiting for the approval.

TCU

All

Search (Alt+Q)

13.80 USD

Requisition • 184999936

Assign Cart

Place Order

Summary

Comments

Attachments

History

General

Business Unit  
TCU  
Texas Christian University

Cart Name  
2024-04-03 108014129 01

Description  
no value

Prepared by  
Sarah Davis

Prepared for  
Sarah Davis

Cart Source  
Manual

Shipping

Ship To  
Attn: Sarah Davis  
3101 BELLAIRE DRIVE NORTH  
Suite 2100  
Fort Worth, TX 76109  
United States

Delivery Options  
Ship Via  
Best Carrier-Best Way

Billing

Bill To  
TCU Financial Services  
TCU Box 297011  
Fort Worth, TX 76129  
United States

Billing Options  
Accounting Date  
no value  
Description (This field will print on check)  
no value

Accounting Codes

GL Unit	Account	Fund	Department	Project
TCU Texas Christian University	6430 Supplies	11000 TCU General	ZZ100 Vice Chancellor Finance Office	no value

Facilities

Work Order #	Phase	Shop	Warehouse	Bin	PO Code
no value	no value	no value	no value	no value	no value

Summary

Draft

Total (13.80 USD)

What's next for my order?

Next Step  
Level 1 Approval

Approver  
Rios, Veronica

Workflow

Show skipped steps

Draft  
Active  
Sarah Davis

Level 1 Approval  
Future

Create PO  
Future

Finish  
Future

Powered by JAGGAER | Privacy Policy

TCU

All

Search (Alt+Q)

0.00 USD

Requisition 184999936 Submitted

Summary

Options

Requisition number  
184999936

Requisition status  
Pending

Cart name  
2024-04-03 108014129 01

Requisition date  
4/3/2024

Requisition total  
13.80 USD

Number of line items  
1

Print

Recent orders

Return to your home page