Rowdy Exchange User Interface Updates Job Aid

Rowdy Exchange Current Top Right Ribbon Bar

Rowdy Exchange Current Left Navigation Bar
User Interface Rowdy Exchange Updates Beginning April 6 - Top Right Ribbon Bar

User Interface Rowdy Exchange Updates Beginning April 6 - Left Navigation Bar

Left Navigation Bar – Click Arrow on bottom to open up full icon window

Before

After

Click arrow below

Menu Search
Rowdy Exchange Updated User Interface - Descriptions

1. Ribbon Header Updates

2. All – Drop Down Options

3. Shopping Cart

4. Bookmark
5. **Action Items**

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>My Assigned Approvals</td>
<td></td>
</tr>
<tr>
<td>Requisitions To Approve</td>
<td>1</td>
</tr>
<tr>
<td>Unassigned Approvals</td>
<td></td>
</tr>
<tr>
<td>Requisitions</td>
<td>11</td>
</tr>
<tr>
<td>Contract</td>
<td></td>
</tr>
<tr>
<td>Contracts eSignature Errors</td>
<td>1</td>
</tr>
</tbody>
</table>

**Notifications**

- No New Notifications
- [Click here to see all notifications](#)

**User - Options**

- **John Smith**
- View My Profile
- Dashboards
- Manage Searches
- Manage Search Exports
- Set My Home Page
- Search Help For A Solution

You do not have any recent orders