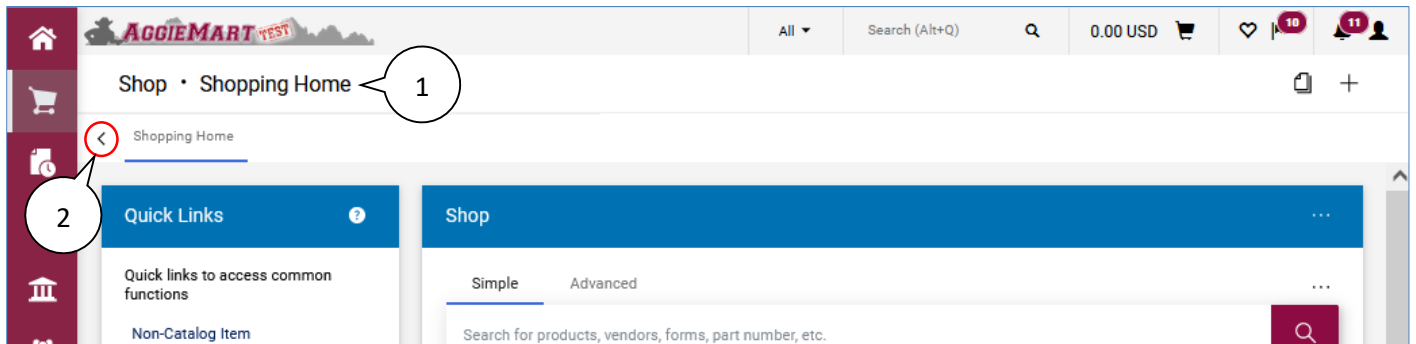


Navigation

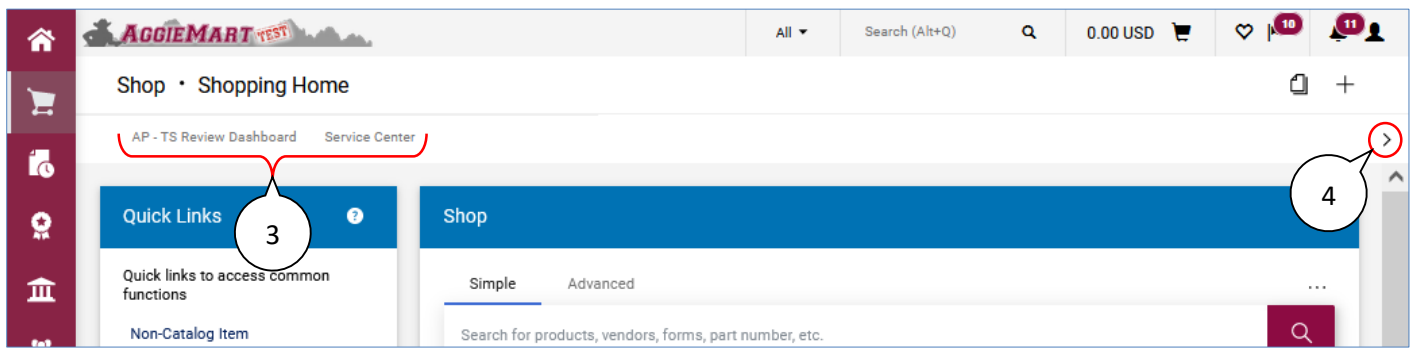
The screenshot shows the AggieMart website interface. The top navigation bar includes a search bar (6), a cart icon (7), a heart icon (8), a notification bell (9), and a user profile icon (10). The main content area is divided into sections: Quick Links (5), Organization Message (12), Procurement Services - Forms (3), and Catalog (Central Account) (4). The Catalog section displays various supplier logos including BH, BEST BUY, Fisher Scientific, THE HOME DEPOT, MASTER-CAR, STAPLES, MILIPORE SIGMA, ThermoFisher Scientific, VWR International, Club Colors, amazon, and CDWG. A side navigation bar (1) is visible on the left side of the page.

1. **Side Navigation Bar** – a fly-out menu that displays additional menu options for each topic or function. Hover over each icon to see the choices available.
2. **Menu Search** – a keyword search that returns a list of pages containing the keyword.
3. **Direct Pay Request** – a form for vendor payments that do not require a Purchase Order.
4. **Catalogs** – links to supplier catalogs.
5. **Non-Catalog Item** – quick link to open the non-catalog order screen.
6. **Quick Search** – provides access to document searches (requisitions, purchase orders, invoices, etc.).
7. **Cart Preview** – provides a quick view of your active shopping cart.
8. **Bookmarks** – shows a list of bookmarks you have created. You can rename bookmarks by clicking the Edit button at the bottom of the bookmark list.
9. **Action Items** – items that require a type of action, such as requisition approval.
10. **Notifications** – certain actions, such as submitted requisitions or approvals, will trigger notifications.
11. **User** – displays a link to your profile, your saved searches and the logout link.
12. **Organization Message** – displays important AggieMart information and news.

Dashboards



1. The name of your current **Dashboard** is shown here.
2. To switch to another **Dashboard** (if applicable for your role) → Click the **left arrow** < icon.



3. Click on a **Dashboard** name to open.
4. To view more **Dashboards**, or to go back → Click the **right arrow** > icon.