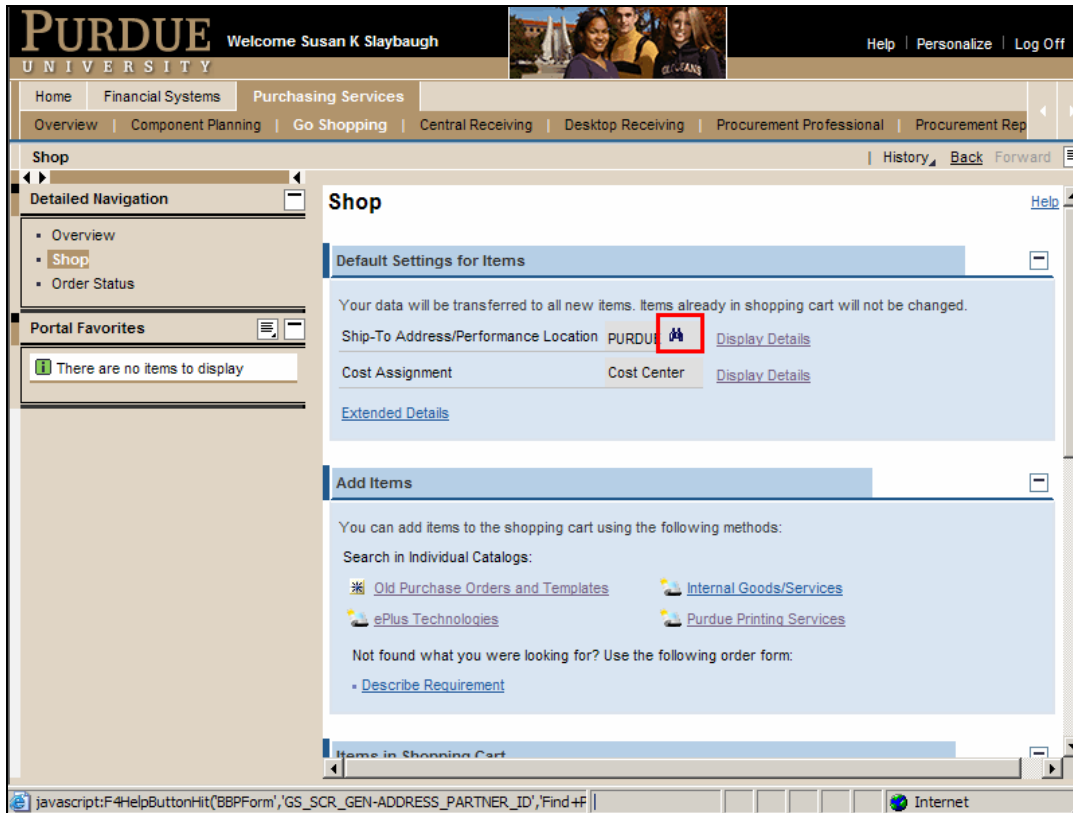
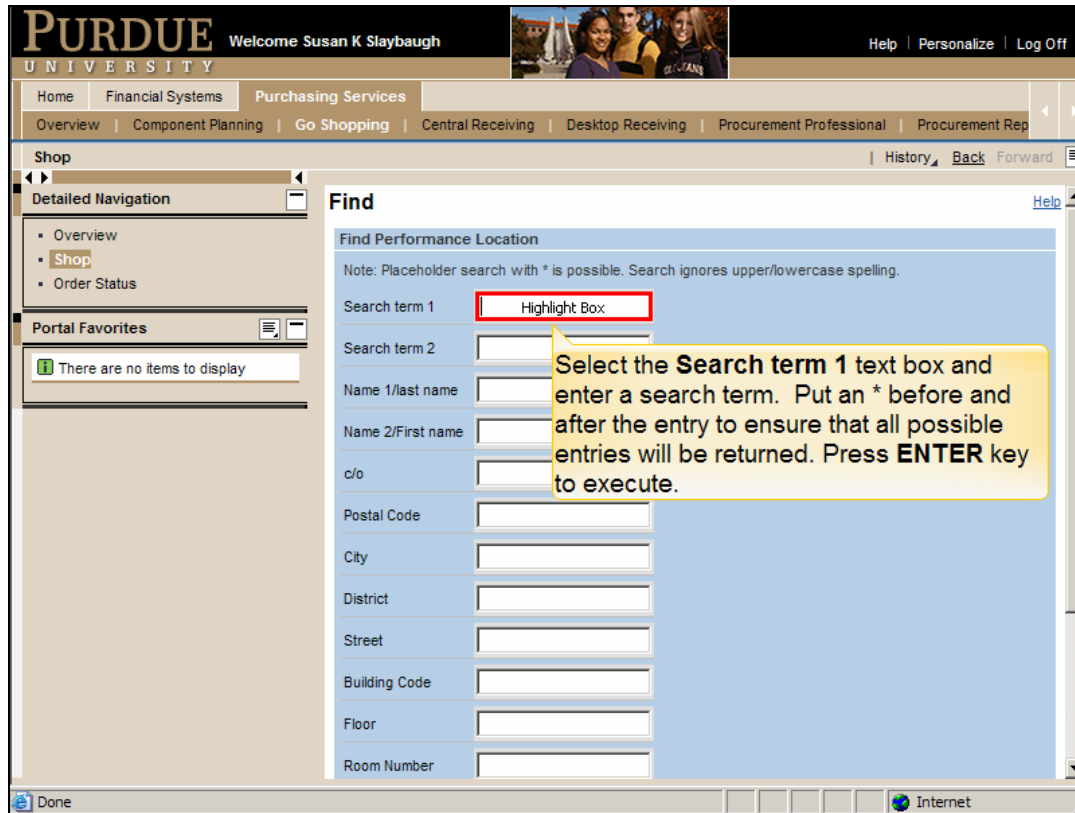


Slide 2

Note: Select the highlighted button to search for and select a ship-to address



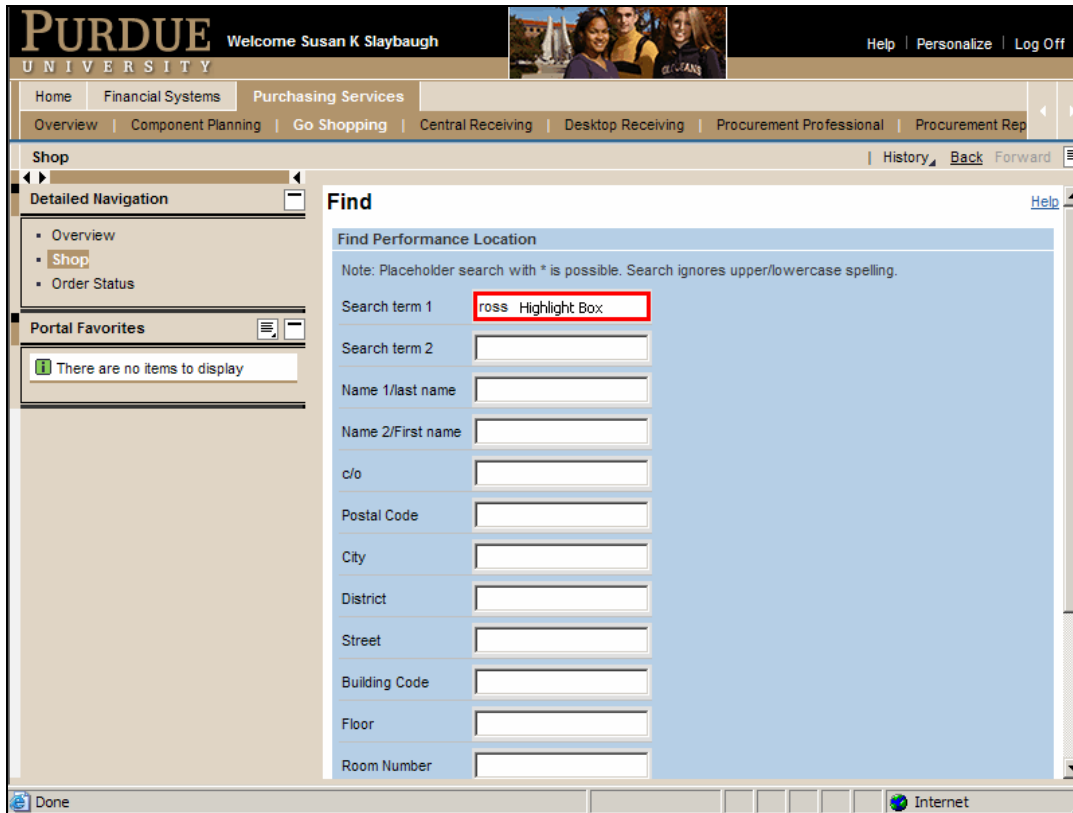
Slide 3  
Note:



Slide 4

Note: Select the **Search term 1** text box and enter a search term.

Put an \* before and after the entry to ensure that all possible entries will be returned.



Slide 5

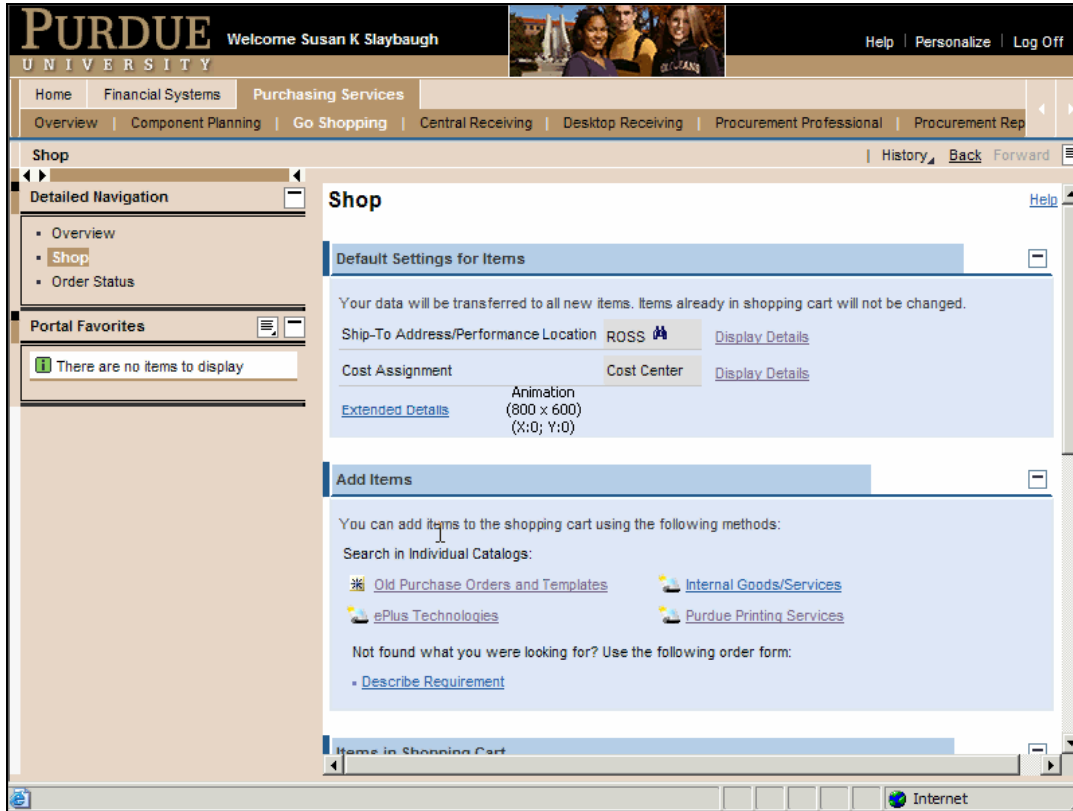
Note: Press **ENTER** key to execute.

The screenshot shows the PURDUE UNIVERSITY purchasing portal. The header includes the university logo, a welcome message for Susan K Slaybaugh, and navigation links like Home, Financial Systems, and Purchasing Services. The main content area is titled 'Shop' and contains a search form with fields for Street, Building Code, Floor, Room Number, Country Key, and Region. Below the search form, a 'Search Result: 1 Entry' table is displayed. The table has columns for Name org., Cty, Post Code, City, Street, Building, Floor, Room No., c/o name, and Addr. no. The first entry is for 'ROSS' with a city of 'West Lafayette' and a street of '1801 W. Kalberer Road'. A red box highlights the 'ROSS' text in the table, and a yellow callout bubble points to it with the text 'Select the ROSS link'. The browser's address bar shows the URL: http://erpqa21.itap.purdue.edu:8000/sap(cz1TSUQIM2FBTK90JTNhZXJwcWEyMV9UI).

Name org.	Cty	Post Code	City	Street	Building	Floor	Room No.	c/o name	Addr. no.
ROSS	US	47906	West Lafayette	1801 W. Kalberer Road					20934

Slide 6

Note: Select the **ROSS** link



Slide 7

Note: You are finished