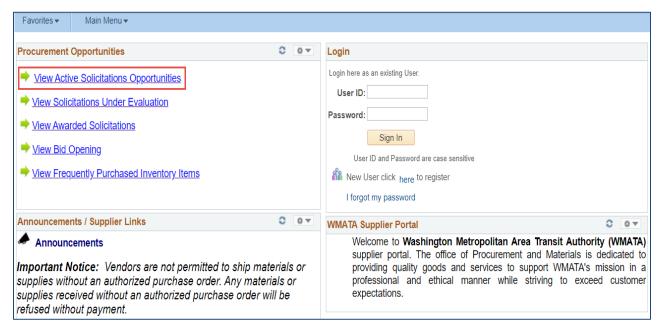


View Active Solicitation Opportunities

Job Aid

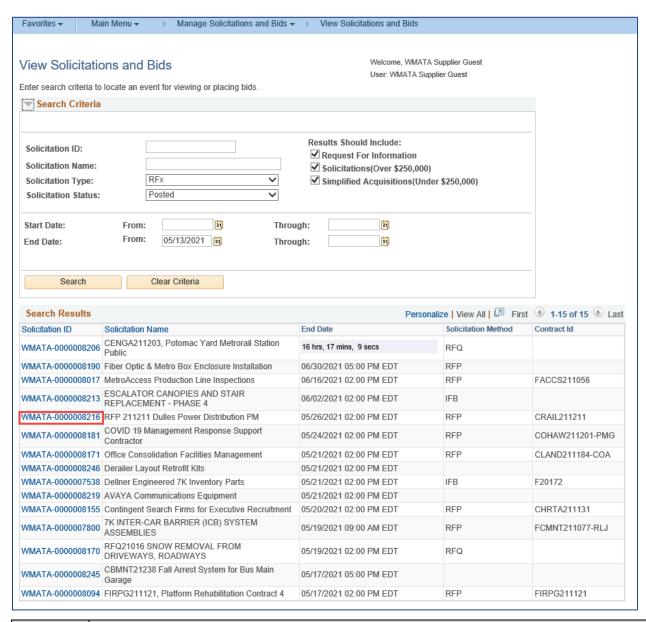






Step	Action
1.	Click the View Active Solicitations Opportunities link.
	Note: Supplier Portal performance works best when using Internet Explorer.



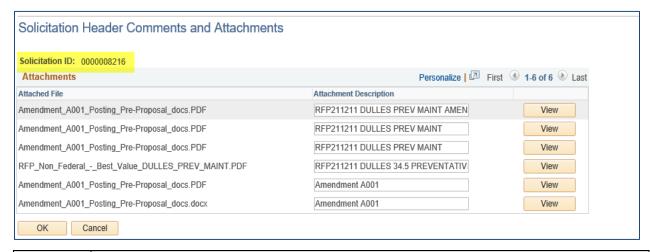


Step	Action
2.	There are 15 active solicitations display, based on the default criteria.
	Click the link for the desired Solicitation ID





Step	Action
3.	Click the View Solicitation Package link to view associated documents.



Step	Action
4.	Click the View button to open, view and save ALL solicitation dcouments.
5.	End of procedure.