

## ePro Vendor Catalog Update – July 29, 2011

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### **Apple and Lenovo Available in eProcurement**

On July 29, the Apple and Lenovo catalogs will be available as eProcurement Vendor Catalogs. You will be able to log in to eProcurement, place your order with Apple or Lenovo, and have it billed to your University account. All future purchases from Apple and Lenovo need to be made through ePro.

If you have outstanding invoices or orders from Apple or Lenovo, please process them through the eProcurement Small Order Process.

Please note that Lenovo does not provide any email order confirmation or online tracking of Vendor Catalog orders. If you have any questions about your order please contact the Lenovo on-campus representative, Tim Coyne-Smith, at 843-9831 or [tsmith@lenovo.com](mailto:tsmith@lenovo.com).

### **PerkinElmer Decommissioned August 19**

Effective August 19, all PerkinElmer orders must be placed through the eProcurement system. The PerkinElmer eCommerce site will be deactivated at that time.

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*If you have problems with or questions about ePro, contact the Help Desk by calling 962-HELP or by creating a [help request](#) from the UNC website. In the Type of Help Needed field, choose CONNECTCAROLINA\_ePROCUREMENT so that your request is routed correctly.*

*To view a variety of training options and materials, visit the ConnectCarolina ePro training page at <http://connectcarolina.unc.edu/hr/payroll/finance/finance/eprocurement.html#training>.*