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| Prepared (Subject resp) Madeleine Sjöberg | | No. | | |
| Approved (Document resp) | Checked | Date 2013-06-13 | Rev A | Reference |

In your mind when working in the system:

- **Never** use the **back**-button in **Explorer** if you want to go back to the previous page in the system. Use the EB system previous-buttons instead.
- The Ericsson Buyer system is mixing the terms **Vendor** and **Supplier**. At Ericsson we call them Supplier.

New process for 'Do not participate' functionality during RFx Response Creation

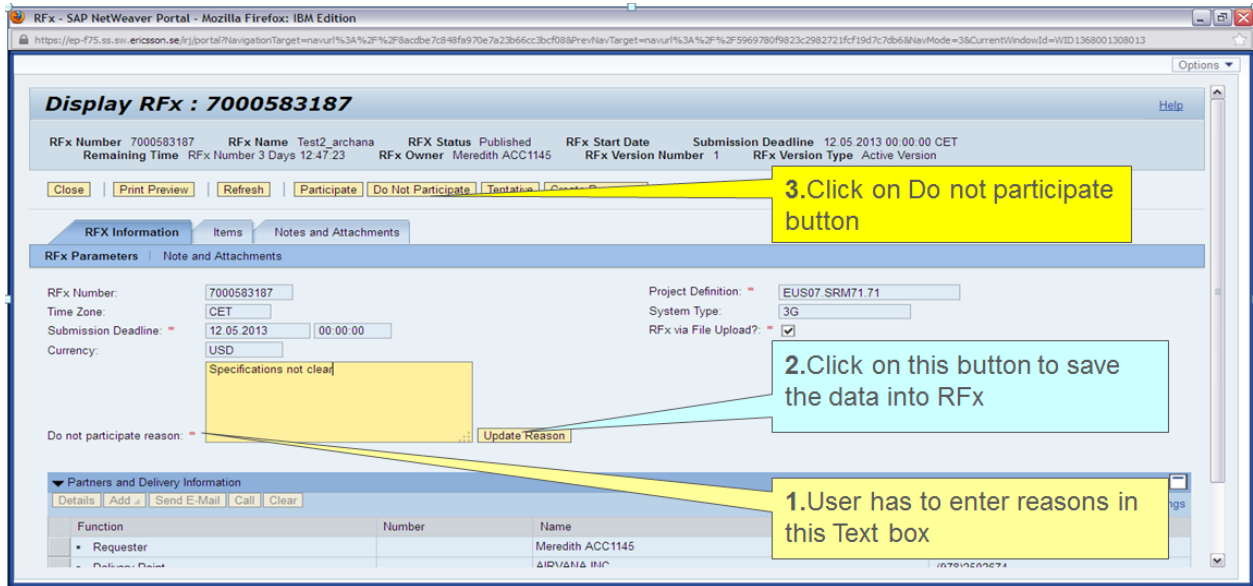
The Standard Functionality “Do not Participate” in RFx is enabled.

- Introduced a new customer field “Do not Participate reason” in RFx Header information
- ASP User can enter the reason for not participating in 100 char text field. The field is optional.
- An email notification would be sent to PC with Do not participate reason on daily basis.
- If ASP user would like to submit the Response, he can open the RFx in display mode and then click on “Participate” and then on “Create response”.
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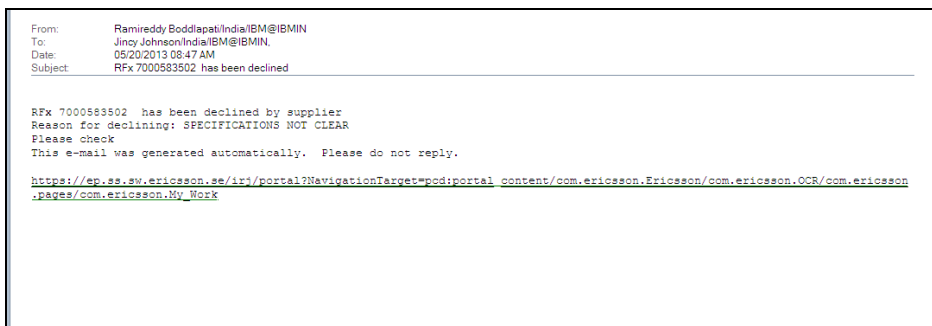
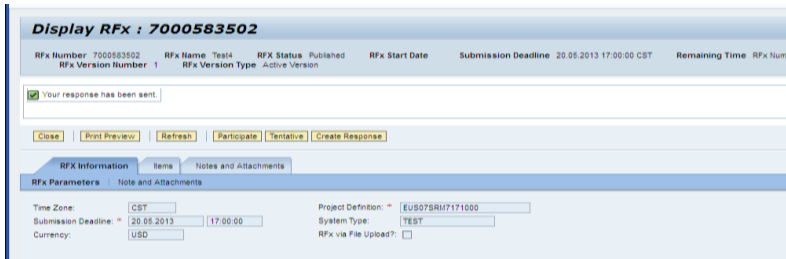
ASP users have to follow below 3 steps after opening the Rfx in Display mode if they don't want to participate.

1. Enter the Reasons for Non participation in given text box (100 char).
2. Click on update Reason button to update this text box information into RFX (Step 1 & 2 are optional, but preferred)
3. Finally click on Do not Participate button

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A daily Batch job is scheduled to sends email notifications to RFX creators.



If ASP user wants to participate after declining, he has to click on Participate button and then Create response as below

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Display RFX : 7000583307 [Help](#)

RFX Number 7000583307 RFX Name DO_NOT_PARTICIPATE TEST RFX Status Published RFX Start Date Submission Deadline 22.05.2013 17:00:00 CST Remaining Time RFX Number 8 Days 11:44:25
 RFX Owner Mr RFS1991 SRM 7 Project Manager RFX Version Number 1 RFX Version Type Active Version

1. Click on Participate
2. Click on create response

Time Zone: Project Definition:
 Submission Deadline: System Type:
 Currency: RFX via File Upload?:

▼ Partners and Delivery Information [Filter Settings](#)

| Function | Number | Name | Phone Number |
|------------------|--------|-------------------------------|--------------|
| • Requester | | RFS1991 SRM 7 Project Manager | |
| • Delivery Point | | AIRVANA INC | (978)2502674 |
| • Location | | 2215-Core | |