

1. Click the **My Infolets** icon.

Important Information!

Navigation: Oracle Home > Supplier Portal

NOTES:

- Example data provided for this simulation is for demonstration purposes only. Please enter your appropriate data as needed in the Production environment.
- For all Simulation Modes, all example data must be typed exactly as noted in the blue step bubble.

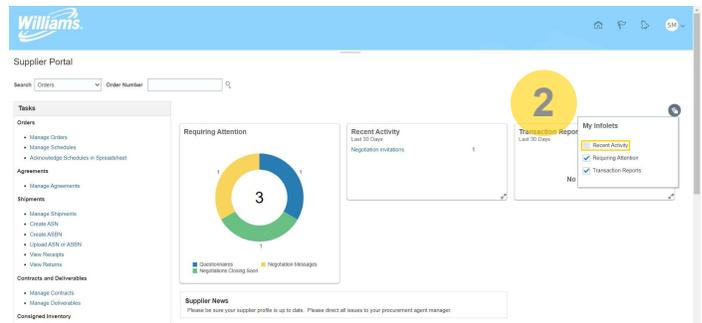


2. Click the **Recent Activity** checkbox.

Recent Activity

Important Information!

User may check or uncheck any items within My Infolets.



3. Click the **My Infolets** icon. 

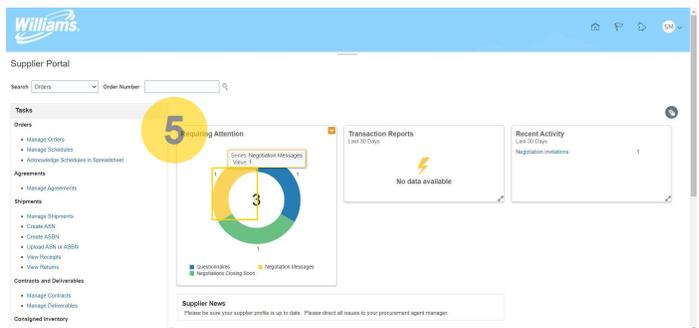


4. Click the **Recent Activity** checkbox. Recent Activity



5. Click the **Negotiation Messages** hyperlink. 

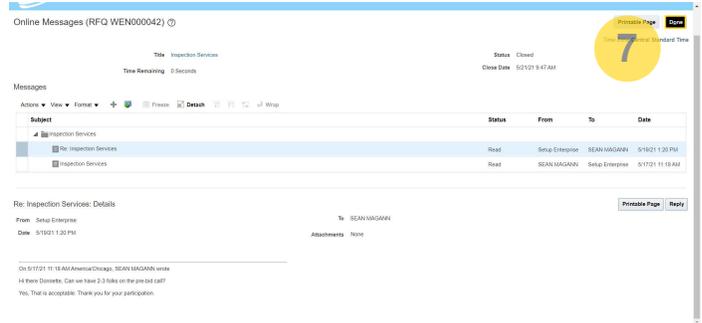
Important Information!
The items within Requiring Attention are active hyperlinks and can be clicked on to go into Messages, Negotiations, or Qualifications.



6. Click the **Re: Inspection Services** hyperlink. [Re: Inspection Services](#)



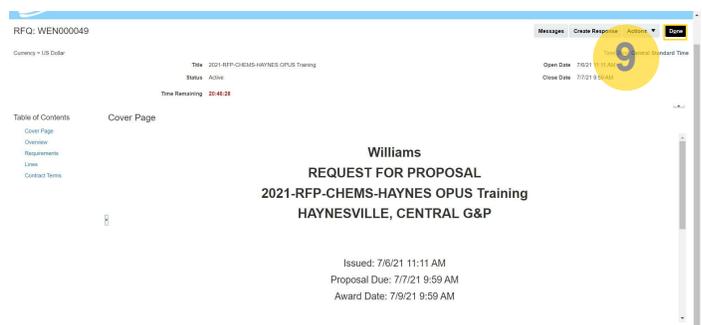
7. Click the **Done** button. **Done**



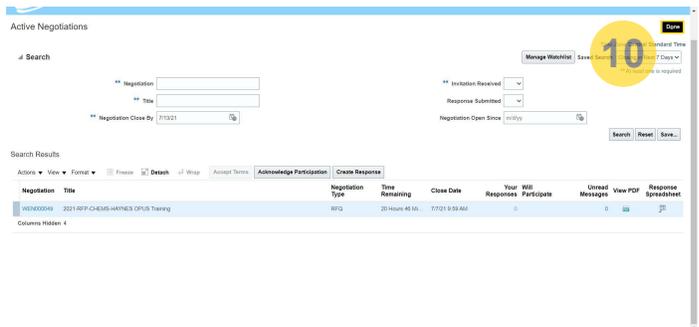
8. Click the **Negotiations Closing Soon** hyperlink.



9. Click the **Done** button. **Done**



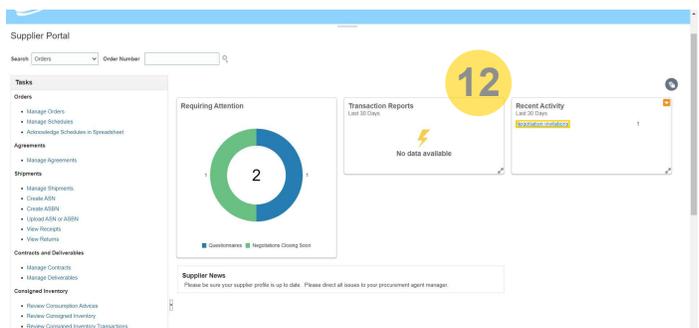
10. Click the **Done** button.



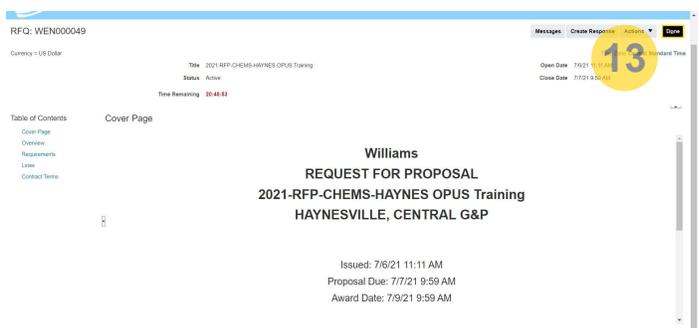
11. Click the **Actions** icon for Requiring Attention.



12. Click the **Negotiation invitations** hyperlink.



13. Click the **Done** button.



14. Click the **Done** button. **Done**

Active Negotiations

Search

*** Negotiation

*** Title

*** Negotiation Close By

*** Invitation Received

Response Submitted

Negotiation Open Since

Wangsa Winchitel Save Search **14** is required

Search Reset Save

Search Results

Actions View Filter Freeze Detach Wrap Accept Terms Acknowledge Participation Create Response

Negotiation	Title	Negotiation Type	Time Remaining	Close Date	Your Response	Will Participate	Unread Messages	View PDF	Response Spreadsheet
WEM000049	2021-02-19 CHEMS HARNESS OPLUS Training	RFG	20 Hours 45 Mins	7/21 9:59 AM	0		0		

Columns Hidden: 4