

### SECURITY ROLES

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#### Navigation:

PeopleTools > Security > User Profile > Distributed User Profile > Add a New Value > User Roles Tab

General ID Roles Workflow Audit Links User ID Queries

User ID ePRO\_ADMIN  
Description ePro Administrator

Dynamic Role Rule

Execute on Server

Test Rule(s) Refresh

Execute Rule(s)

Process Monitor Service Monitor

Save

Add Update/Display

Role Name	Description	Dynamic	Route Control	View Definition
BOR PeopleSoft User	FN Base PeopleSoft User	<input type="checkbox"/>	Route Control	View Definition
BOR_EP_ADMIN71	[WF] Appl Prcs Dfn-Role71000	<input type="checkbox"/>	Route Control	View Definition
BOR_EP_CONFIG_SE	ePro Configuration and Setup	<input type="checkbox"/>	Route Control	View Definition

ePRO Administrator users maintain the configuration and set up information used by the ePro module. They also resolve ePro routing issues.

#### ROLES:

BOR\_EP\_ADMINXX  
BOR\_EP\_CONFIG\_SETUP  
BOR PeopleSoft User

## USER PREFERENCES

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### Navigation:

Set Up Financials & Supply Chain > Common Definitions > User Preferences > Define User Preferences > Overall Preferences

General ID Roles Workflow Audit Links User ID Queries

User ID ePRO\_ADMIN  
Description ePro Administrator

Dynamic Role Rule		User Roles		Personalize	Find	View All	First	1-3 of 3	Last
Execute on Server	Test Rule(s)	Role Name	Description	Dynamic					
	Test Rule(s)	BOR PeopleSoft User	FN Base PeopleSoft User	<input type="checkbox"/>	Route Control	View Definition			
	Execute Rule(s)	BOR_EP_ADMIN71	[WF] Appri Prcs Dfin-Role71000	<input type="checkbox"/>	Route Control	View Definition			
	Process Monitor	BOR_EP_CONFIG_SE	ePro Configuration and Setup	<input type="checkbox"/>	Route Control	View Definition			
	Service Monitor								

Save Add Update/Display

## USER PREFERENCES

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### Navigation:

Set Up Financials & Supply Chain > Common Definitions > User Preferences > Define User Preferences > Procurement

User Preferences Procurement

User ePRO\_ADMIN ePro Administrator  
Location PO\_MAIN  
Origin ONL  
Department  
Ship To Location  
Requester  
Buyer

Contract Process Payables Online Vouchering Purchase Order Authorizations Supplier Onboarding  
Rebate Authorizations Receiver / RTV Setup Supplier Processing Authority  
Request for Quote Process Requisition Authorizations Doc Tolerance Authorizations

Save Return to Search Previous in List Next in List Notify Refresh

User Preferences | Procurement

\*You must enter the Requester and Buyer USER ID above.  
**If they do not enter it, they will not be able to access ePro Requisitions Page.**