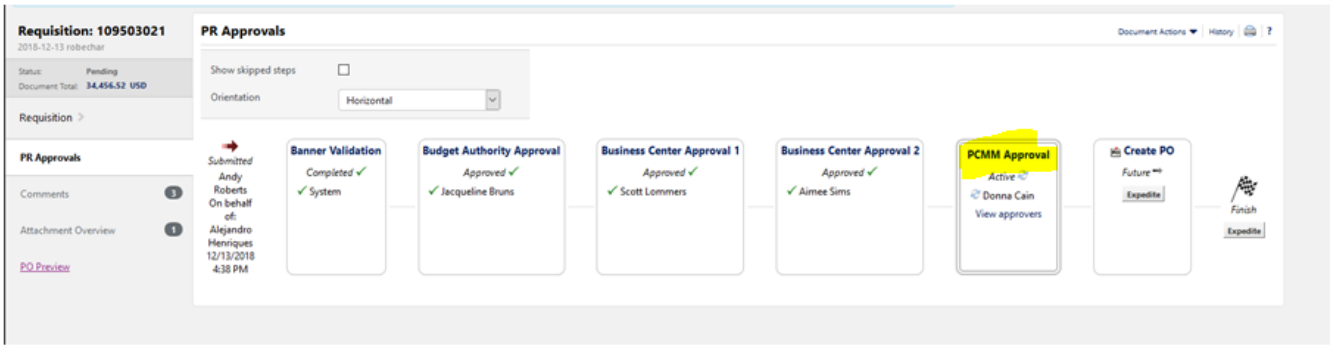
Please share this information with your coworkers or have them subscribe to this list at lists.oregonstate.edu; the list name is BennyBuy_Updates. Please do NOT send messages to the list. We would also like you to give us feedback on what you would like, issues to be addressed, tips to share. Please send questions/ comments to eprocurement@oregonstate.edu

Genessee Scientific, shipping update: We have reached agreement with Genessee Scientific so that orders of $100 or more will receive free shipping.

Documentation updates: The Commonly Used Terms and FAQs pages, under Training Library, have been updated on our web page. Please check them out.

Permission Update: We have made an update to some permissions to allow Approvers to view the reason the document went into the approval queue. In the Workflow, select the Approval Queue name to see the reason



Selecting PCMM Approval in the workflow above, will show the reason (below)

Criteria Evaluated for Workflow Step:

Rule Evaluated	Values Evaluated	Result
Line 1: Form Type: one of the following values {"Non-Catalog Form", "NonCatalogForm"}	Non-Catalog Form	✓
Document Total amount: greater than or equal to 25000.01 USD	34,456.52 USD	✓

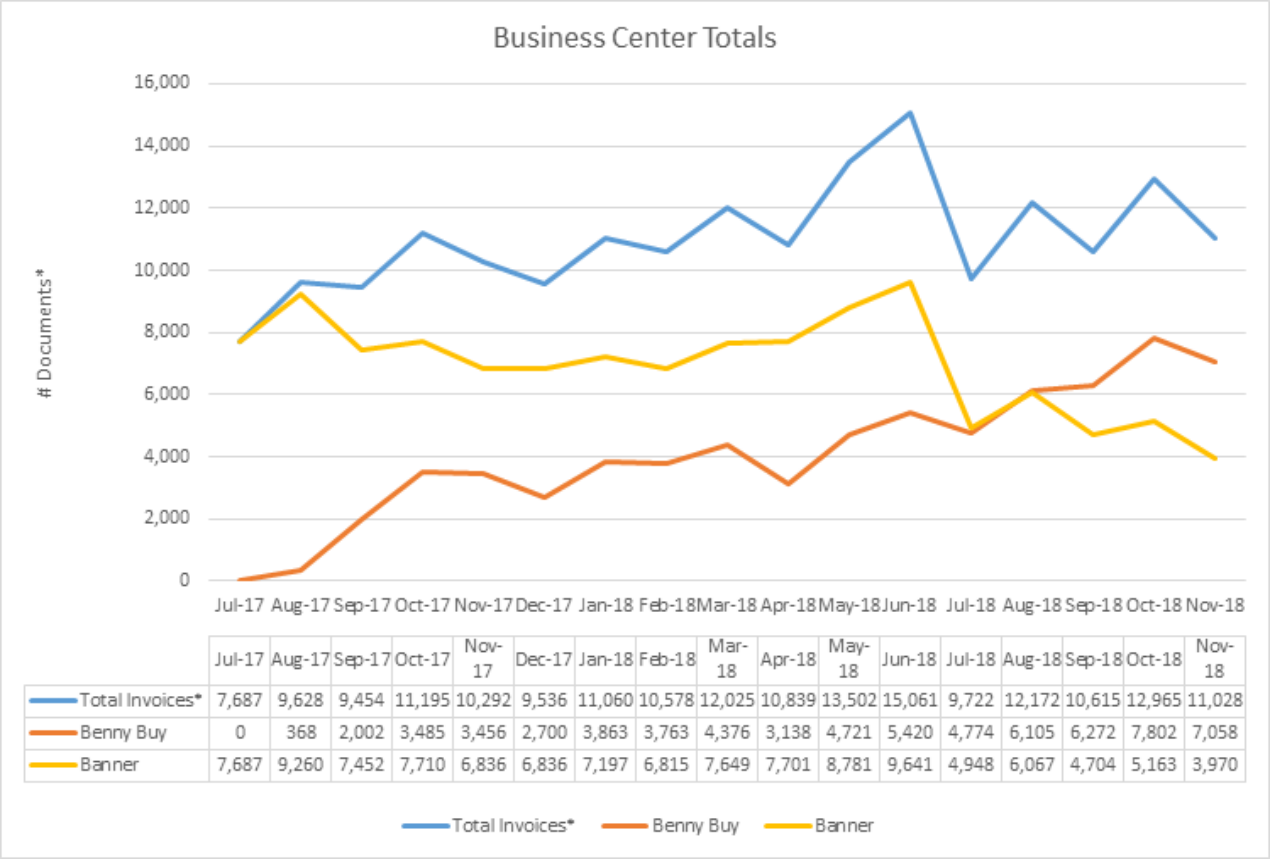
User Training Opportunities: We have one training class scheduled for this year. The Advanced Shopper / Requestor training class is scheduled for Wednesday, Dec 19, from 10 – 11:30 AM. The class will be held in Furman Hall, room 105. If you cannot make the class, please let us know.

Office Hours Help: The eProcurement Help Desk will provide drop in support in their office on Thursdays from 10am to 12pm, in Kerr A0012. If you need some one-on-one help, have a question on how to do something in BennyBuy, or just need a question answered, please feel free to stop by their office during these hours. No appointment needed **Christmas week, we will not have office hours on Thursday, Dec 27.**

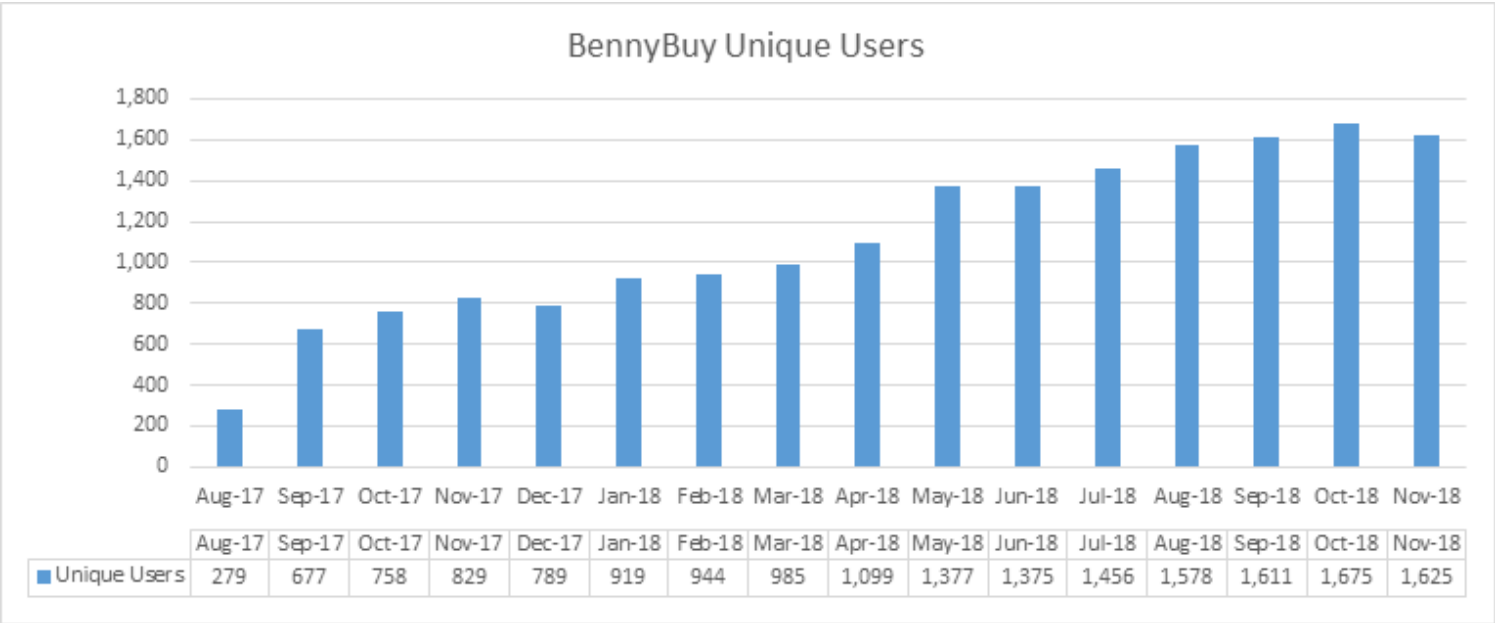
Business Center monthly stats: We have compiled the monthly stats for BennyBuy adoption for November.
The number of distinct users fell slightly to 1,625 for November, down 50. However, November was our 2nd highest month after October.
Overall adoption went up again to 64.0% overall. This is another high. The number of Einvoices fell slightly and the percentage of Einvoices to total also fell slightly too about 17% of all invoices. Six business centers are over 50%!

Current adoption rates, by Business Center, are:

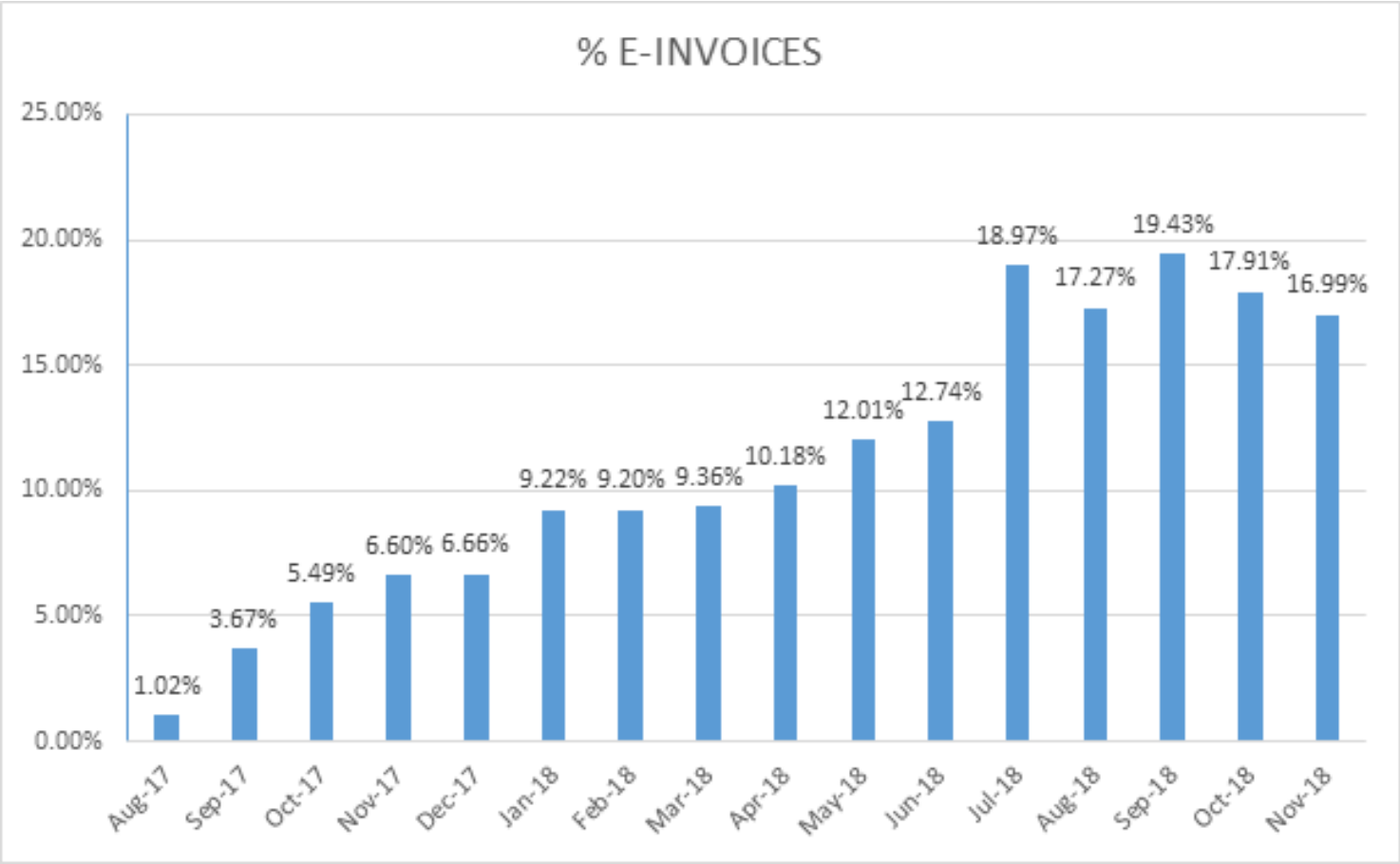
AABC – 54.05%
AMBC – 60.71%
ASBC – 26.91%
BEBC – 75.14%
CCBO – 75.72%
FOBC - 65.78%
HSBC – 39.64%
UABC - 70.20%



	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18
Total Invoices*	7,687	9,628	9,454	11,195	10,292	9,536	11,060	10,578	12,025	10,839	13,502	15,061	9,722	12,172	10,615	12,965	11,028
Benny Buy	0	368	2,002	3,485	3,456	2,700	3,863	3,763	4,376	3,138	4,721	5,420	4,774	6,105	6,272	7,802	7,058
Banner	7,687	9,260	7,452	7,710	6,836	6,836	7,197	6,815	7,649	7,701	8,781	9,641	4,948	6,067	4,704	5,163	3,970



	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18
Unique Users	279	677	758	829	789	919	944	985	1,099	1,377	1,375	1,456	1,578	1,611	1,675	1,625



The eProcurement Team