

Navigation Options in SOARFIN 9.2

There are two options for navigating in SOARFN 9.2. They include the following:

- 1) Option 1 – Navigator. This is the PeopleSoft delivered option and is available to all users. It provides access to all menu options, provided the user has the necessary security access.

Click on the navigation icon in the upper right-hand corner of the homepage.

The screenshot shows the SOARFIN 9.2 homepage. At the top, there is a dark blue navigation bar with the SOARFIN logo on the left and icons for Home, Favorites, a menu icon (three vertical dots), and a navigation icon (a square with a circle) on the right. Below the navigation bar, there is a window titled "Top Menu Features Description" with a close button and a refresh button. The window contains the following text:

Our menu has changed!
The menu is now located across the top of the page. Click on **Main Menu** to get started.

Highlights

Recently Used pages now appear under the Favorites menu, located at the top left.

Breadcrumbs visually display your navigation path and give you access to the contents of subfolders.

Menu Search, located under the Main Menu, now supports type ahead which makes finding pages much faster.

Three small screenshots of the Oracle SOARFIN interface are shown to the right of the text, illustrating the menu structure and search functionality. A red arrow points to the navigation icon in the top right corner of the homepage.

Click on Navigator icon and then select from the available menu items.

The screenshot displays the SOARFIN application interface. At the top left, the logo 'SOARFIN' is visible. The main content area is divided into two sections. On the left, a panel titled 'Top Menu Features Description' contains the following text:

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On the right, a sidebar titled 'NavBar: Navigator' contains several menu items, each with an icon and a right-pointing chevron:

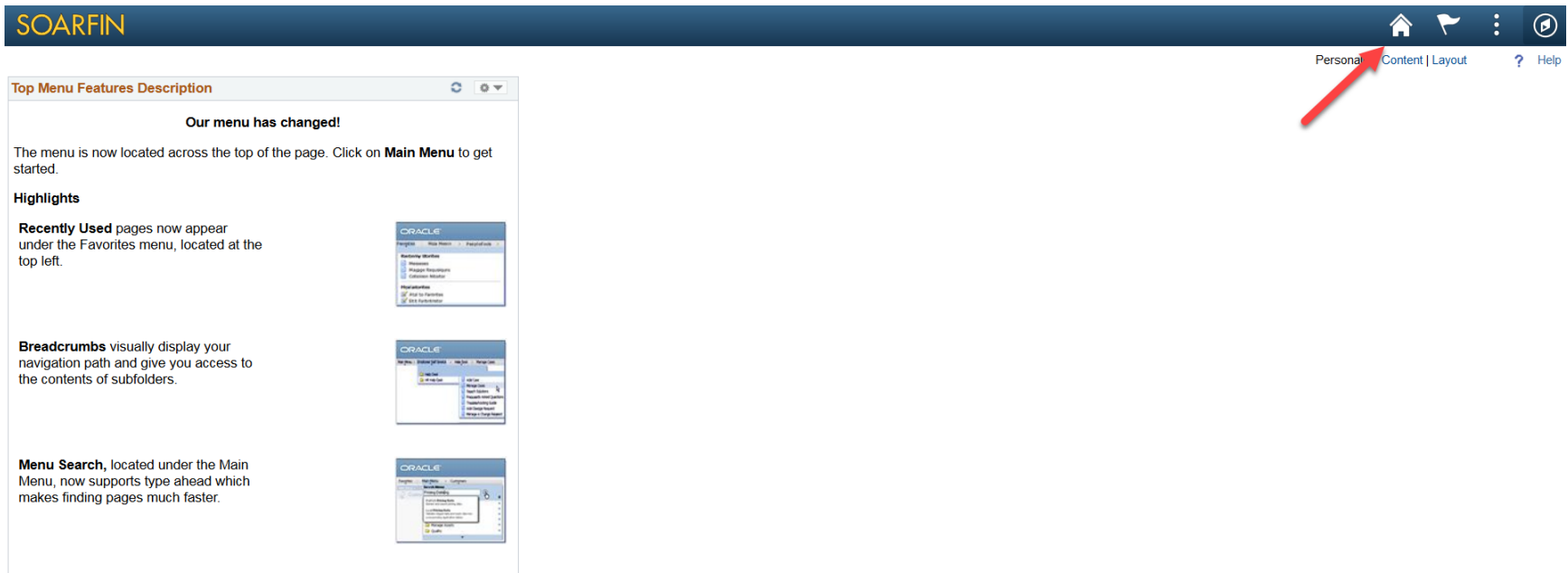
- Recent Places (Calendar icon)
- My Favorites (Yellow star icon)
- Navigator (Blue document icon) - A red arrow points to this icon.
- My Preferences (Gear icon)
- Classic Home (Blue window icon)

Below the 'Navigator' icon, a list of menu items is displayed:

- Data Expansion Tools
- Employee Self-Service
- Manager Self-Service
- Supplier Contracts
- Customers
- Partners
- Products
- Catalog Management
- Customer Contracts
- Order Management

2) Option 2 – Navigation Tiles. This option was designed for campus users and provides access to frequently used menu options. However, this will not provide access to every link available to every user. It is only the links most commonly used by the majority of users. If the link that you are search for is not listed, you will need to use Option 1 to access it.

To access the tiles, click on the Home button



The screenshot displays the SOARFIN application interface. At the top, a dark blue navigation bar contains the SOARFIN logo on the left and several icons on the right: a home icon, a flag icon, a vertical ellipsis, and a circular refresh icon. Below these icons, the text 'Personal Content | Layout ? Help' is visible. A red arrow points to the home icon. Below the navigation bar, a window titled 'Top Menu Features Description' is open. This window contains the following text:

Our menu has changed!

The menu is now located across the top of the page. Click on **Main Menu** to get started.

Highlights

- Recently Used** pages now appear under the Favorites menu, located at the top left.
- Breadcrumbs** visually display your navigation path and give you access to the contents of subfolders.
- Menu Search**, located under the Main Menu, now supports type ahead which makes finding pages much faster.

Three small screenshots of the SOARFIN interface are shown to the right of the text, illustrating the 'Recently Used' menu, the breadcrumb trail, and the search functionality.

This directs you to the USM Department Fiscal Officer home page and the tiles here can be used to quickly access common menu items.

