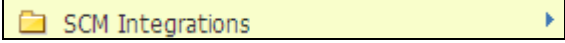
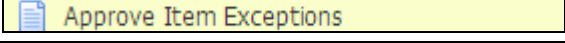


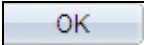
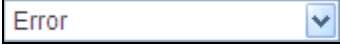

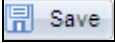
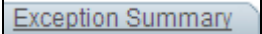



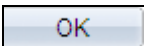


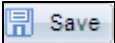
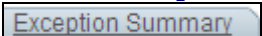


## Correcting Validation Errors

Step	Action
1.	Click the <b>Main Menu</b> button. 
2.	Click the <b>SCM Integrations</b> menu. 
3.	Click the <b>Transaction Error Handling</b> menu. 
4.	Click the <b>Approve Item Exceptions</b> menu. 
5.	Enter the ID of the Vendor/Partner whose data generated errors when the <b>CUP Load</b> process ran into the <b>Vendor ID</b> field.  Enter <b>0000010009</b> into the <b>Vendor ID</b> field.
6.	Click the <b>Search</b> button. 
7.	The <b>Exception Summary</b> tab displays a list of Item IDs that were returned with errors when the <b>CUP Load</b> process was run. Each of the errors on this page must be corrected and the item set to reprocess before they can be made available to eProcurement and Purchasing users after the <b>Item Load</b> process is run.
8.	Click the <b>Show Details</b> button for <b>Item ID</b> CM_2157_1082228. 
9.	The <b>Exception Detail</b> tab displays. This tab lists the field containing the error and a description of the error.  Click the <b>Data Correction</b> button. 
10.	The <b>Manufacturers</b> page displays, because in this example the error related to the number of preferred manufacturers associated with an item.  The page that displays after clicking the <b>Data Correction</b> button varies depending on the type of error to be corrected.
11.	In this example, the item is associated with more than one preferred manufacturer. Items can have only one preferred manufacturer.  Click the <b>Item's Preferred Manufacturer</b> option to deselect the manufacturer as the item's preferred manufacturer. 

Step	Action
12.	Click the <b>OK</b> button. 
13.	Next mark the item as ready to be reprocessed.  (You can also mark the item as Cancelled to exclude it from reprocessing and prevent it from generating another error when the Item Load process is run.)  Click the <b>Status</b> list. 
14.	Click the <b>Reprocess</b> list item. 
15.	Click the <b>Save</b> button. 
16.	Click the <b>Exception Summary</b> tab. 
17.	The <b>Exception Summary</b> page displays. The item just worked now has a Status of Cancelled. Work the next item in the list in the same manner as the item just worked.
18.	Click the <b>Show Details</b> button for <b>Item ID</b> CM_2157_1082233. 
19.	Click the <b>Data Correction</b> button. 
20.	Click the <b>Item's Preferred Manufacturer</b> option. 
21.	Click the <b>OK</b> button. 
22.	Click the <b>Status</b> list. 
23.	Click the <b>Reprocess</b> list item. 
24.	Click the <b>Save</b> button. 
25.	Click the <b>Exception Summary</b> tab. 
26.	The Item just worked, <b>Item ID</b> CM_2157_1082233 now has a <b>Status</b> of Reprocess.  Continue working the other items on the list...  Items marked for Reprocess must be processed through the <b>Item Loader</b> process.

Step	Action
27.	<b>End of Procedure.</b>