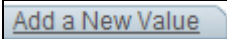
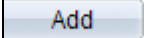
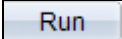
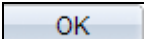

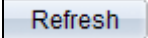

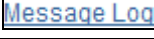
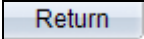


Running the Inactivate Catalog Items Process-- CTCM 10660

Step	Action
1.	Use the Inactivate Catalog Items Find an Existing Value page to enter or search for an existing Run Control ID. Navigate to Catalog Management > Catalogs > Inactivate Catalog Items page. Click the Add a New Value tab. 
2.	Use the Add a New Value tab to create a new Run Control ID. Enter INACTIVATE_CAT_ITEM into the Run Control ID field.
3.	Click the Add button. 
4.	Click the Run button. 
5.	Click the OK button. 
6.	Make note of the Process Instance number. Click the Process Monitor link. 
7.	Click the Refresh button until the Run Status is Success and the Distribution Status is Posted.. 
8.	Click the Details link to view the Message Log for the process instance. 
9.	Click the Message Log link. 
10.	The Message Log displays information about how many Item Price UOMs were inactivated on Contracts. Review the entire Message Log .
11.	Click the scrollbar to view additional entries.
12.	Click the scrollbar to view additional entries.
13.	Click the Return button. 

Step	Action
14.	End of Procedure.