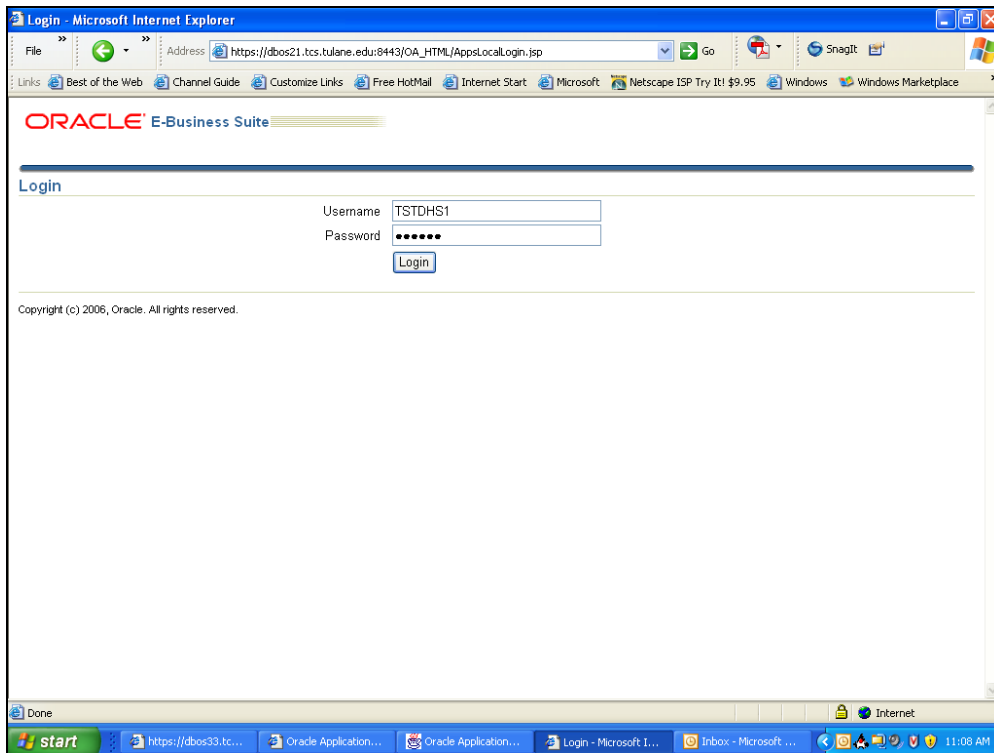
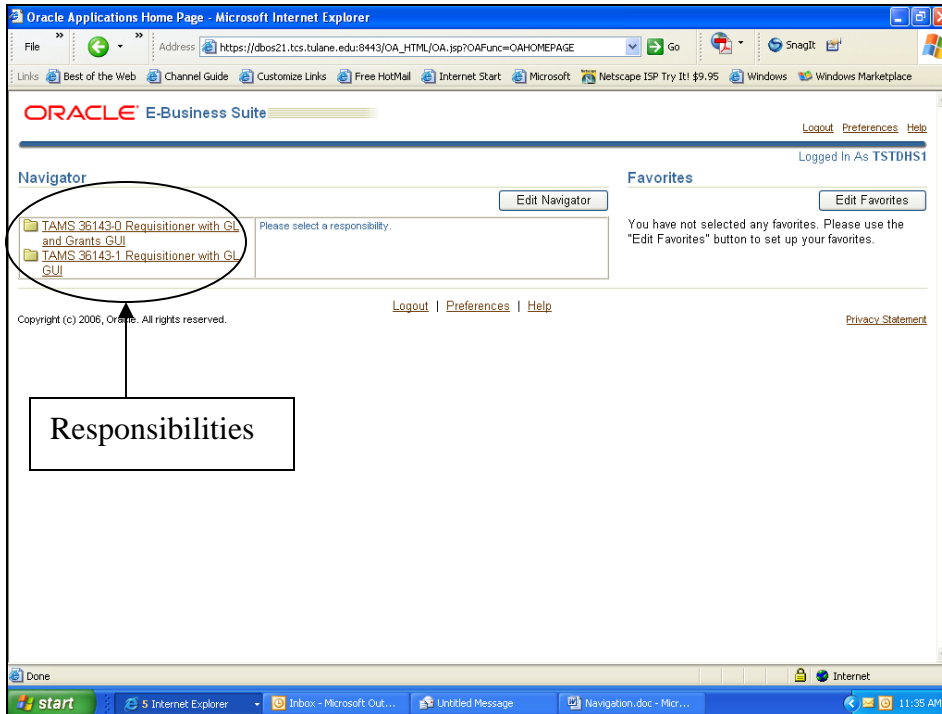


Navigation: Logging In



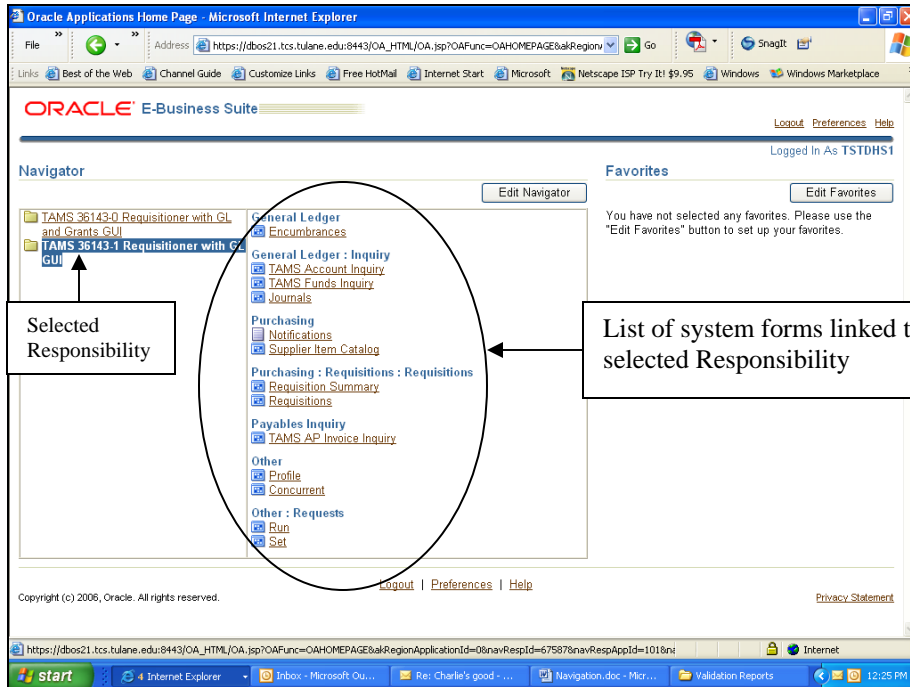
- If you are a current user of TAMS Oracle, access the system url as you always have (Examples: Favorites, Bookmarks, Desktop Shortcut) or type in the url, <http://tams.tcs.tulane.edu>
 - New users first will need to install the JInitiator per normal procedures; the instructions for the installation procedures can be found at the following site: <http://www.tulane.edu/~tams/help/Installation.pdf>
- When the Login screen appears, type your username and password in the appropriate fields
 - Your password will be the same as it was the day the system came down for the upgrade implementation
 - If you can't remember your password, contact Chris Wood at cwood1@tulane.edu
- Click Login to access the Navigator screen

Navigation: Navigator Screen



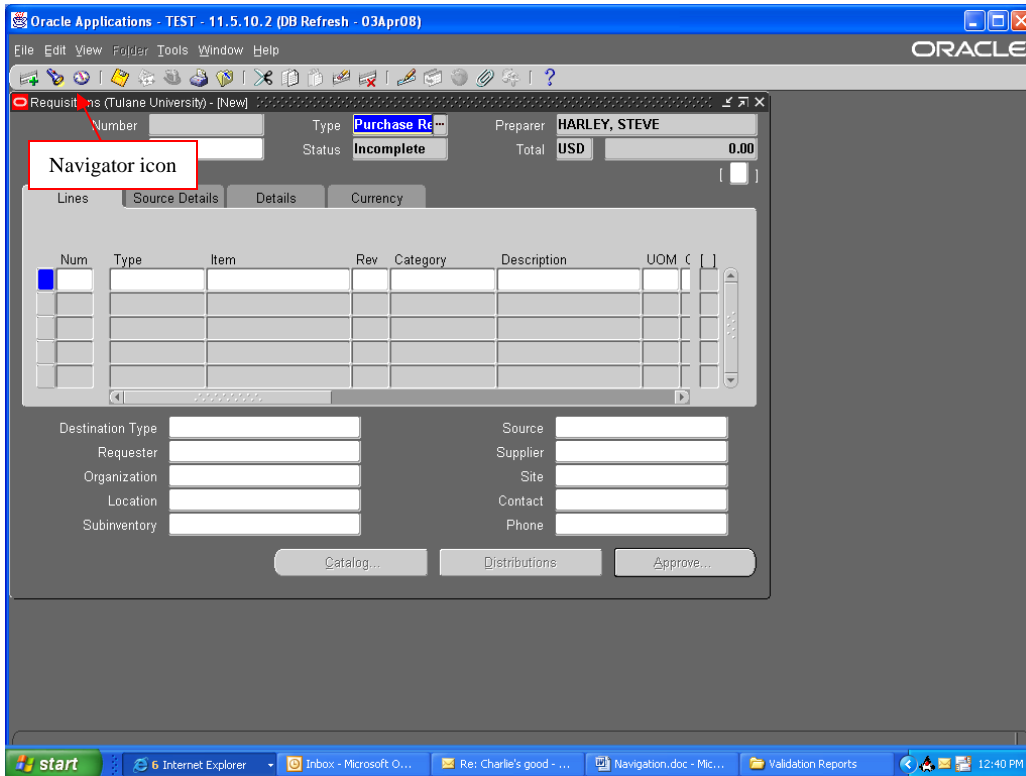
- A Navigator screen that lists your Responsibilities will appear
- Single-click on the Responsibility that you want to use to list the selection of system forms linked to that Responsibility

Navigation: Navigator Screen



- Single-click on your preferred form
- You will be brought to the form screen

Navigation: Form



- For this example, the Requisition form was chosen
- Once you access your desired form, there will be no further navigation changes in the new version of TAMS Oracle
 - For process changes in Requisitioning, see the link on this site called Requisition Notification Upgrades
- As in the previous version of TAMS Oracle, use the Navigator icon in the toolbar to return to the Navigator