

**To:** All Yale University SciQuest Users  
**From:** Laurie Sirois, Assistant Director, Procurement Systems  
**Subject:** SciQuest Upgrade and Outage Starting 11/6, 10 pm - 11/8, 12 pm

In preparation for the next upgrade to SciQuest v9.3, the system will be unavailable starting on Friday, Nov 6th at 10:00 pm until Sunday, November 8th at 12:00 pm.

SciQuest has updated the Supplier Search function so it works similarly, efficiently and intuitively when using the Non-Catalog Item, Forms, Browse by Supplier and History Searches. Please take a moment to review this new enhancement here:

<http://www.yale.edu/procurement/news/bmmn/documents/93Changes.pdf>

If you have an immediate need, **we recommend making your purchase in SciQuest in advance of the outage.** Should you need to purchase supplies while SciQuest is unavailable, please **use a Yale Purchasing Card directly with the supplier.** If you do not have a Yale Purchasing Card, please contact your business office for further assistance.

Should you have questions, please contact [procurement@yale.edu](mailto:procurement@yale.edu)