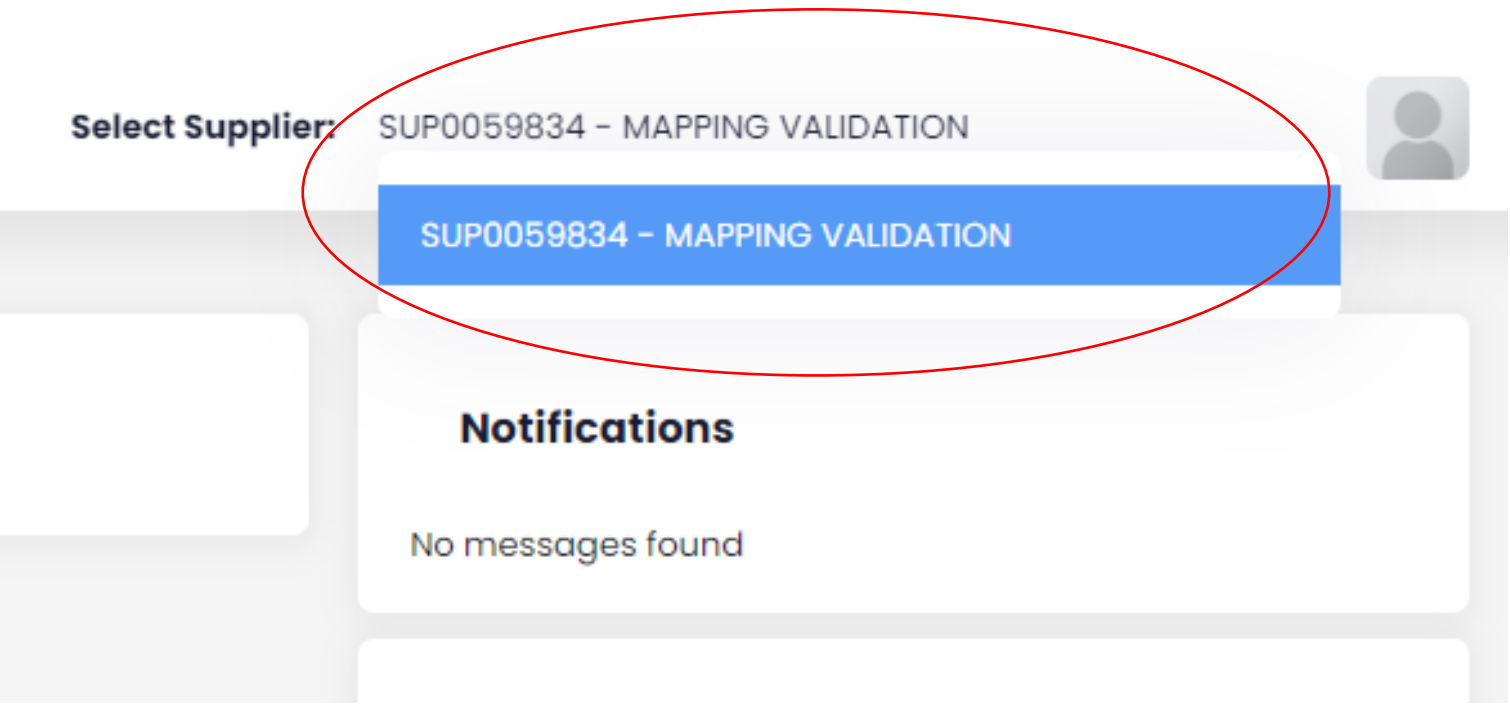


Toggle Between Supplier Records Job Aid:

Step 1: Log into the HICX platform using your Okta Credentials

Step 2: From the HICX Dashboard click the code starting with SUP to the right where it says "Select Supplier"



Step 4: A drop-down menu will appear and that is where you click on what supplier profile you want to navigate through