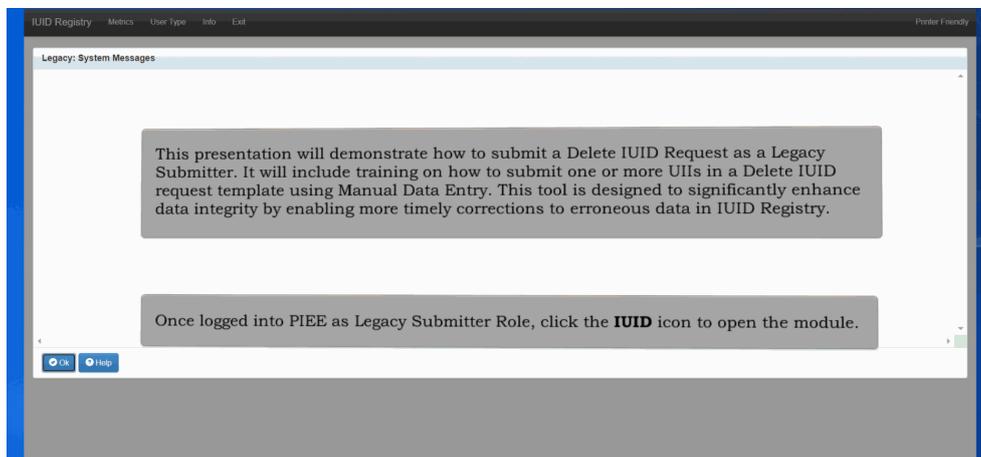


## Intro



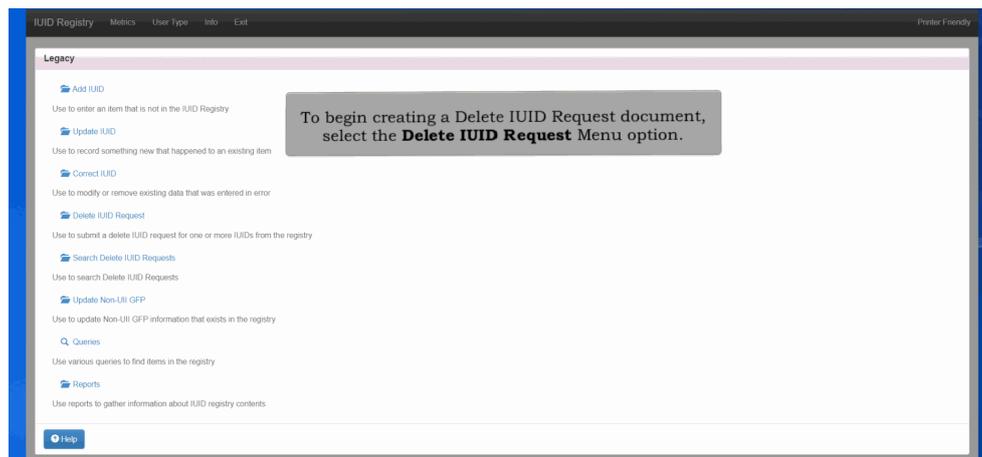
Welcome to Procurement Integrated Enterprise Environment (PIEE). This demonstration contains audio narrative. Please adjust your volume accordingly.

## Step 1



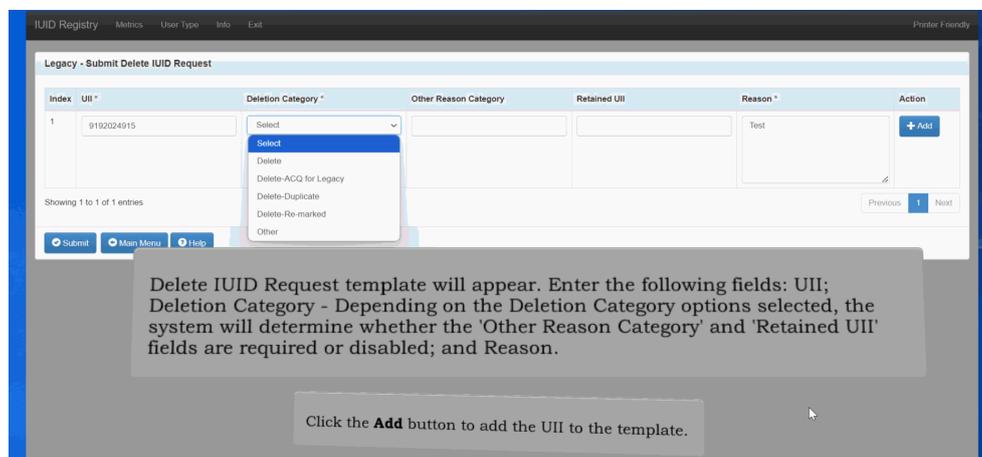
This presentation will demonstrate how to submit a Delete IUID Request as a Legacy Submitter. It will include training on how to submit one or more UIIs in a Delete IUID request template using Manual Data Entry. This tool is designed to significantly enhance data integrity by enabling more timely corrections to erroneous data in IUID Registry. Once logged into PIEE as Legacy Submitter Role, click the IUID icon to open the module.

## Step 2



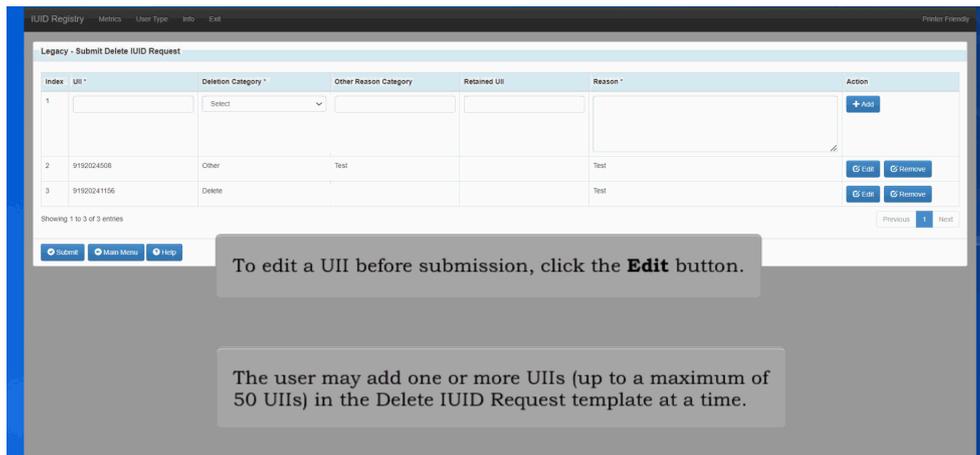
To begin creating a Delete IUID Request document, select the Delete IUID Request Menu option.

## Step 3



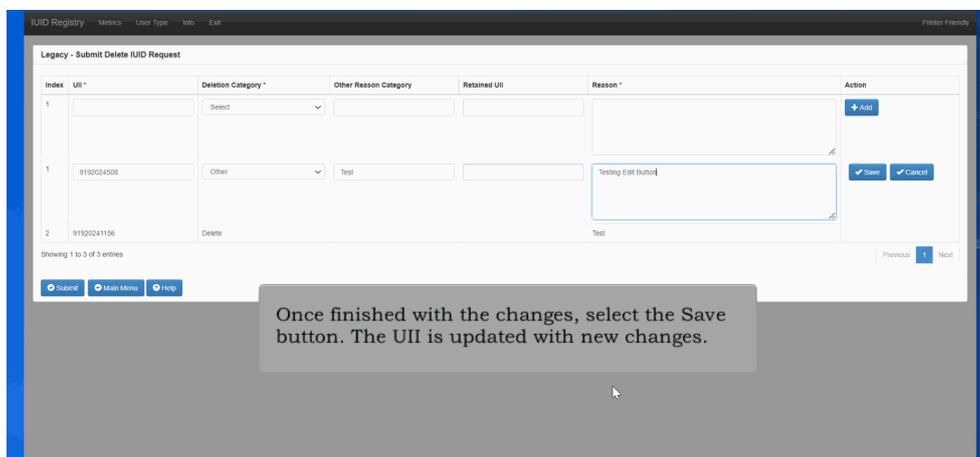
Delete IUID Request template will appear. Enter the following fields: UII; Deletion Category - Depending on the Deletion Category options selected, the system will determine whether the 'Other Reason Category' and 'Retained UII' fields are required or disabled; and Reason. Click the Add button to add the UII to the template.

Step 4



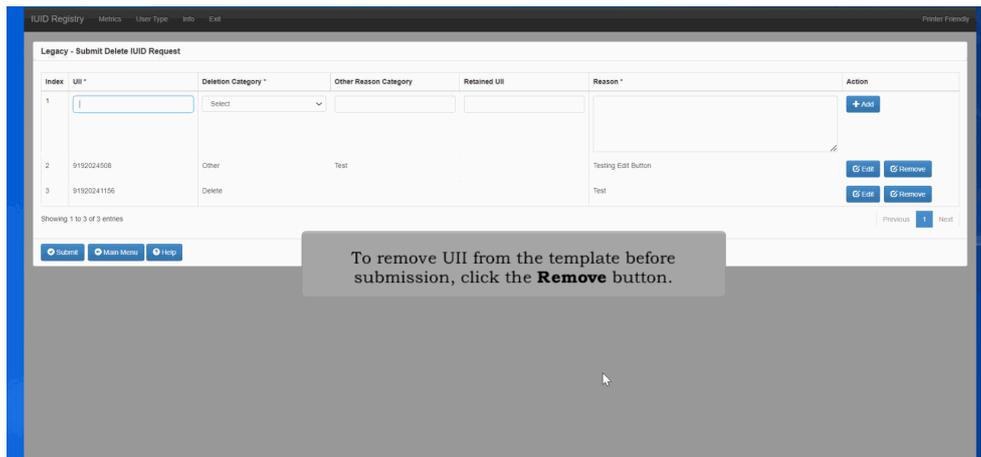
The user may add one or more UIIs (up to a maximum of 50 UIIs) in the Delete IUID Request template at a time. To edit a UII before submission, click the Edit button.

Step 5



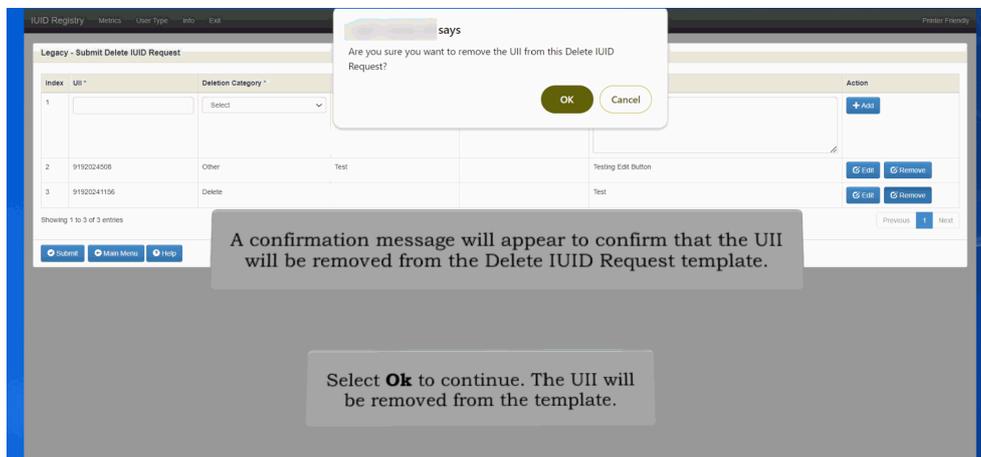
Once finished with the changes, select the Save button. The UII is updated with new changes.

Step 6



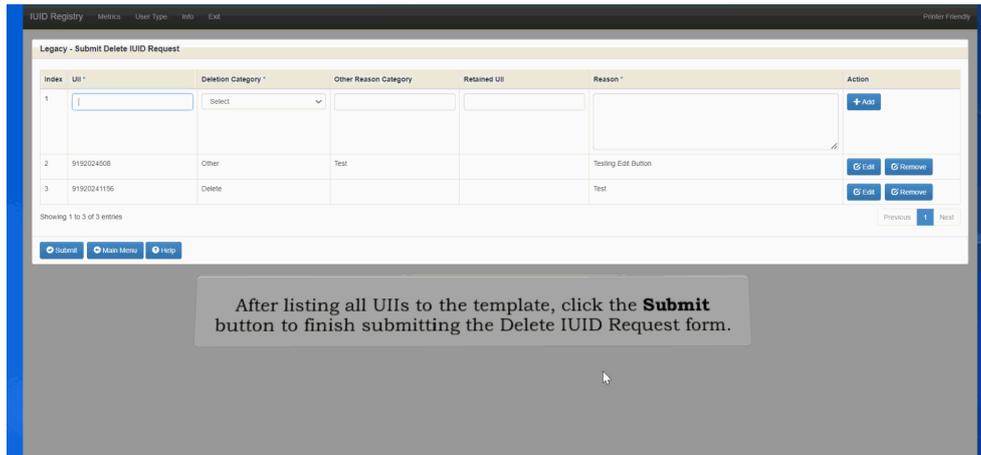
To remove UII from the template before submission, click the Remove button.

Step 7



A confirmation message will appear to confirm that the UII will be removed from the Delete IUID Request template. Select Ok to continue. The UII will be removed from the template.

## Step 8



Index	UII *	Deletion Category *	Other Reason Category	Returned UII	Reason *	Action
1	<input type="text"/>	Select				+ Add
2	9192024508	Other	Test		Testing Edit Button	Edit Remove
3	91920241156	Delete			Test	Edit Remove

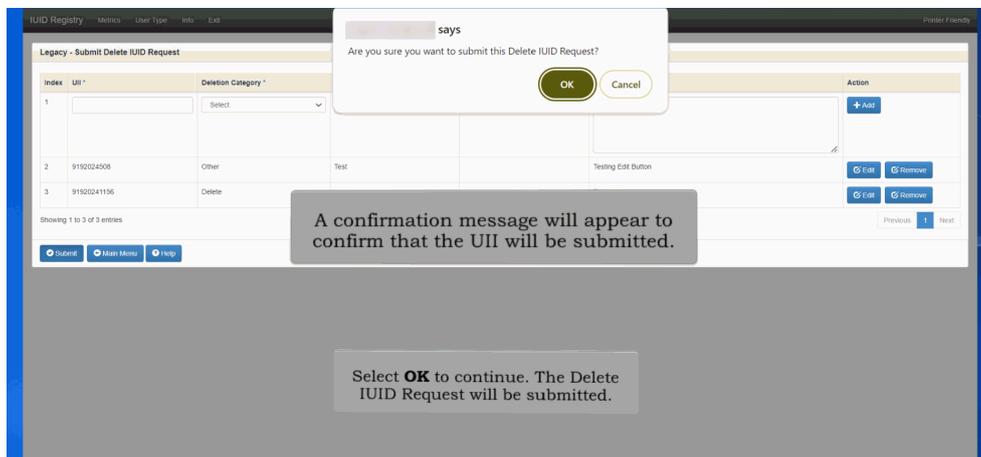
Showing 1 to 3 of 3 entries

Submit Main Menu Help

After listing all UIIs to the template, click the **Submit** button to finish submitting the Delete IUID Request form.

After listing all UIIs to the template, click the Submit button to finish submitting the Delete IUID Request form.

## Step 9



Index	UII *	Deletion Category *	Other Reason Category	Returned UII	Reason *	Action
1	<input type="text"/>	Select				+ Add
2	9192024508	Other	Test		Testing Edit Button	Edit Remove
3	91920241156	Delete				Edit Remove

Showing 1 to 3 of 3 entries

Submit Main Menu Help

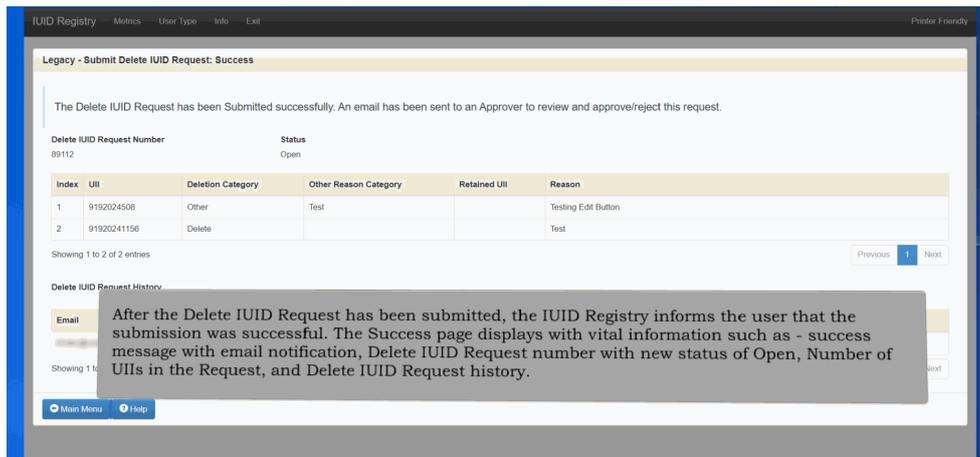
says  
Are you sure you want to submit this Delete IUID Request?  
OK Cancel

A confirmation message will appear to confirm that the UII will be submitted.

Select **OK** to continue. The Delete IUID Request will be submitted.

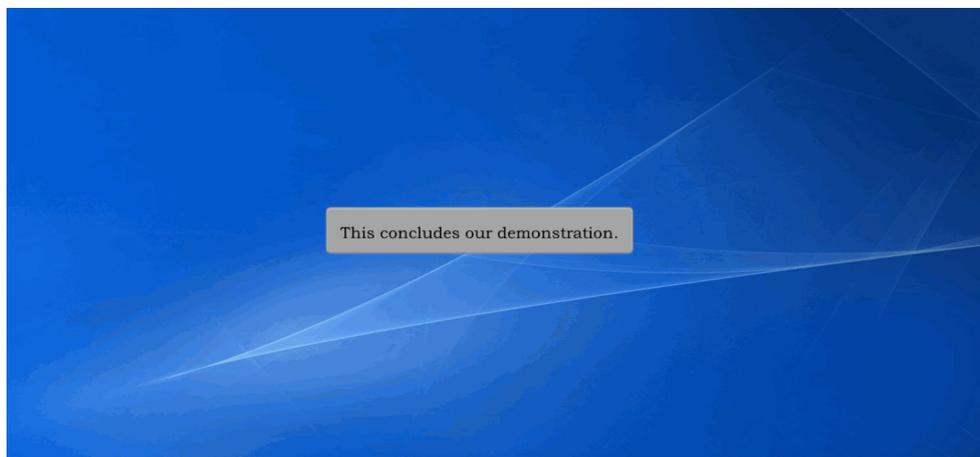
A confirmation message will appear to confirm that the UII will be submitted. Select OK to continue. The Delete IUID Request will be submitted.

Step 10



After the Delete IUID Request has been submitted, the IUID Registry informs the user that the submission was successful. The Success page displays with vital information such as - success message with email notification, Delete IUID Request number with new status of Open, Number of UIIs in the Request, and Delete IUID Request history.

End



This concludes our demonstration.