

# TALON Procurement Module Changes coming in 26B Release on May 16, 2026

Edit Requisition Details Directly on the Shopping Cart

Identify Attachments and Notes on Requisition Lines

Navigate Directly to Different Requisition Lines

Navigate Between Lines While Editing

Search with Multiple Filters

View Additional Information About a Supplier

## Edit Requisition Details Directly on the shopping cart

- You can now directly edit the Description and Justification fields on both the list view and the table view of the cart. Previously, you had to navigate to the Requisition Summary page to edit these details.
- Any values you enter are automatically saved when you navigate to any other page in the application.
- You can view and edit the data from both the Cart, and the Requisition Summary pages seamlessly.

## List View of the Cart

The screenshot displays the 'Cart' interface for Requisition R001041. The top header includes the 'Cart' title, the requisition number, and a 'Submit' button. The main content area is divided into two columns. The left column shows a list of items, with 'Widget 1' selected. It includes a 'Quantity' input field set to '1', a price of '\$10.00 EA', and details for the requester (Kolton Bean), location (Derryberry Hall Rm 301), and category (005). The right column shows the 'Requisition summary' with a table of financials: Subtotal (\$20.00), Nonrecoverable Tax (\$0.00), and Approval Amount (\$20.00). Below the summary, there are input fields for 'Description' and 'Justification', which are highlighted with black arrows. The bottom of the screen shows 'Widget 2' with a price of '\$10.00 EA'.

**Cart**  
Requisition R001041

Submit

2 items Edit Multiple

**Widget 1**  
Sold By Ag1 Farmers Cooperative - Cookeville

\$10.00 EA

Quantity: 1

Requester: Kolton Bean  
Deliver-to Location: Derryberry Hall Rm 301  
Category: 005

Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999

**Requisition summary**

Subtotal	\$20.00
Nonrecoverable Tax	\$0.00
<b>Approval Amount</b>	<b>\$20.00</b>

Requisitioning BU: TTU BU

Description

Justification

Requester: Kolton Bean  
Deliver-to Location: Derryberry Hall Rm 301  
Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999

Funds Status: Not reserved  
Budget Date: 05/07/2026

**Widget 2**  
Sold By Ag1 Farmers Cooperative - Cookeville

\$10.00 EA

## Table View of the Cart

**Cart**  
Requisition R001041

**Requisition summary**

Description

Justification

Subtotal \$20.00    Nonrecoverable Tax \$0.00    Approval Amount \$20.00    Funds Status Not reserved

**More information**

Requisitioning BU TTU BU    Requester Kolton Bean    Deliver-to Location Derryberry Hall Rm 301    Charge To 100-221001-110001-600-745100-450-999-9999-100-999

Budget Date 05/07/2026

Search for lines by description, category, or source

2 items

Line	Description	Category	Source	Quantity	UOM	Price	Amount	Amount (USD)	Notes and Attachments	Edit	Delivery	Charge To
1	Widget 1	005	Ag1 Farmers Cooperative -	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450-999-999-100-999
2	Widget 2	005	Ag1 Farmers Cooperative -	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450-999-999-100-999

## Identify Attachments and Notes on Requisition Lines

- You can now identify notes and attachments on a requisition line. An icon is displayed next to the line, indicating that it contains an attachment or a note.

## List View of the Cart

**Cart**  
Requisition R001041

2 items    Edit Multiple

**Widget 1**  
Sold By Ag1 Farmers Cooperative - Cookeville

\$10.00 EA

Quantity 1

Requester Kolton Bean

Deliver-to Location Derryberry Hall Rm 301

Category 005    Charge To 100-221001-110001-600-745100-450-999-9999-100-999

**Widget 2**  
Sold By Ag1 Farmers Cooperative - Cookeville

\$10.00 EA

**Requisition summary**

Subtotal \$20.00  
Nonrecoverable Tax \$0.00  
**Approval Amount \$20.00**

Requisitioning BU TTU BU

Description

Justification

Requester Kolton Bean

Deliver-to Location Derryberry Hall Rm 301

Charge To 100-221001-110001-600-745100-450-999-9999-100-999

Funds Status Not reserved

Budget Date 05/07/2026

## Table View of the Cart

### Cart

Requisition R001041

Submit

#### Requisition summary

Description:

Justification:

Subtotal: \$20.00    Nonrecoverable Tax: \$0.00    Approval Amount: \$20.00    Funds Status: Not reserved

> More information

Search for lines by description, category, or source

2 items

Duplicate   Edit Multiple  

Line	Description	Category	Source	Quantity	UOM	Price	Amount	Amount (USD)	Notes and Attachments	Edit	Delivery	Charge To
1	Widget 1	005	Ag1 Farmers Cooperative -	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450
2	Widget 2	005	Ag1 Farmers Cooperative -	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450

## Notes and Attachments on Requisition Details

### R001041

Pending approval

Requisition

Entered By: Kolton Bean    Business Unit: TTU BU    Creation Date: 05/07/2026

Edit

Description: Widget 1

Justification:

Subtotal: \$20.00    Approval Amount: \$20.00    Funds Status: Not reserved

#### More information

Requester: Kolton Bean    Deliver-to Location: Derryberry Hall Rm 301    Destination Type: Expense    Requested Delivery Date: 05/14/2026

Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999    Budget Date: 05/07/2026

#### Lines

Pending approval	Widget 1 Ag1 Farmers Cooperative - Cookeville	\$10.00	1 EA		...
Pending approval	Widget 2 Ag1 Farmers Cooperative - Cookeville	\$10.00	1 EA		...

## Navigate Directly to Different Requisition Lines

- You can now directly access line details from the shopping cart to view more information about a specific line. The line description link when clicked opens the line details drawer.

## Cart in List View

**Cart**  
Requisition R001042

2 items [Edit Multiple](#)

[Widget 1](#)  
Sold By Ag1 Farmers Cooperative - Cookeville

\$10.00 EA  
Quantity 1

Requester: Kolton Bean  
Deliver-to Location: Derryberry Hall Rm 301  
Category: 005

Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999

**Requisition summary**

Subtotal \$20.00  
Nonrecoverable Tax \$0.00  
Approval Amount \$20.00

Requisitioning BU: TTU BU  
Description: Widget 1

Requester: Kolton Bean  
Deliver-to Location: Derryberry Hall Rm 301

Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999

Funds Status: Not reserved  
Budget Date: 05/08/2026

## Cart in Table View

**Cart**  
Requisition R001042

**Requisition summary**

Description: Widget 1  
Justification:

Subtotal \$20.00  
Nonrecoverable Tax \$0.00  
Approval Amount \$20.00  
Funds Status: Not reserved

**More Information**

Requisitioning BU: TTU BU  
Requester: Kolton Bean  
Deliver-to Location: Derryberry Hall Rm 301  
Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999  
Budget Date: 05/08/2026

Search for lines by description, category, or source

2 items [Duplicate](#) [Edit Multiple](#)

Line	Description	Category	Source	Quantity	UOM	Price	Amount	Amount (USD)	Notes and Attachments	Edit	Delivery	Charge To
1	<a href="#">Widget 1</a>	005	Ag1 Farmers Cooperative - Cookeville	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450-999-9999-99
2	<a href="#">Widget 2</a>	005	Ag1 Farmers Cooperative - Cookeville	1	EA	10.00 USD	10.00 USD	\$10.00				100-221001-110001-600-745100-450-999-9999-99

## Navigate Between Lines While Editing

- You can access a different line while editing any line without returning to the cart.
- Click the pencil icon to edit line details.

## Cart in List View and Table View – Navigate Between Lines While Editing

### Requisition Line Details

Requisition R001042, Line 1

Cancel Save Save and Close

Line 1 - Widget 1

Line 1 - Widget 1

Line 2 - Widget 2

**Line Details** Delivery and Billing Details

Business Unit  
TTU BU

**Non-Catalog Goods under \$25,000**

In the Item description box provide a clear and complete description. Use part or catalog numbers whenever possible. Always attach a tax exempt quote from the Supplier and ensure it includes shipping, and any additional fees.

Item Description  
Widget 1

Line Type  
Goods

Category  
005

**Pricing**

Quantity  
1

UOM  
EA

Price  
\$ 10.00

Currency  
USD

Negotiation required  Negotiated

**Source**

## Search with Multiple Filters

- The filter-based search experience is now enhanced in both the Shopping Search and My Requisitions pages.
- You can select multiple options from each filter to narrow the search results.
- The count of matching results for each filter is now available.
- Entering a keyword within a filter's search box returns all values containing that string, rather than just those starting with it.

The screenshot shows the 'My Requisitions' interface. At the top, there is a search bar with the text 'Entered By (2) x Search for requisitions'. Below the search bar, a dropdown menu is open, showing a list of requisition entries. The dropdown menu has a search box containing 'Makenzie Handley' and a count of '2'. The list includes:

- Makenzie Handley (87)
- Kolton Bean (39)
- Satish Farmer (5)
- Cullan Desch (2)
- Edith Reid (1)
- Edith Tabandeh-Haghighi (1)
- Gloria Martin (1)

The main table below the dropdown shows requisition lines with columns for Requisitions, Lines, and a download icon. The table includes entries for 'Widget 2' and 'testing'.

## View Additional Information about a Supplier

- You can now directly view additional supplier information on a requisition line by clicking the Supplier name.

## Supplier in Cart List View

The screenshot shows the 'Cart' interface for Requisition R001042. The cart contains two items, 'Widget 1' and 'Widget 2', both with a quantity of 1 and a price of \$10.00 EA. Each item is sold by 'Ag1 Farmers Cooperative - Cuckee, NC'. Arrows point to the supplier name 'Cuckee, NC' in the item descriptions. The right side of the page shows a 'Requisition summary' with the following details:

- Subtotal: \$20.00
- Nonrecoverable Tax: \$0.00
- Approval Amount: \$20.00
- Requisitioning BU: TTU BU
- Description: Widget 1
- Justification: (empty)
- Requester: Kolton Bean
- Deliver-to Location: Derryberry Hall Rm 301
- Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999
- Funds Status: Not reserved
- Budget Date: 05/08/2026

# Supplier in Pending Requisition

**R001041** Pending approval

Requisition

Entered By: Kolton Bean Business Unit: TTU BU Creation Date: 05/07/2026

Description: Widget 1 Justification:

Subtotal: \$20.00 Approval Amount: \$20.00 Funds Status: Not reserved

**More information**

Current Approver: Tallal Therkildsen and Kolton Bean Requester: Kolton Bean Deliver-to Location: Derryberry Hall Rm 301 Destination Type: Expense

Requested Delivery Date: 05/14/2026 Charge To: 100-221001-110001-600-745100-450-999-9999-999-100-999 Budget Date: 05/07/2026

**Lines**

Item	Description	Amount	Quantity	Unit
Pending approval	Widget 1 Ag1 Farmers Cooperative - Cookeville	\$10.00	1	EA
Pending approval	Widget 2 Ag1 Farmers Cooperative - Cookeville	\$10.00	1	EA