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**TO: MAC USERS ONLY**

**FROM:** Betty Gil, Director of Purchasing

**DATE:** April 15, 2008

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It has come to our attention that Mac users who have upgraded to the newest version of Microsoft Office are not able to generate a college requisition number due to changes in the program made by Microsoft.

Please be advised that we are working to correct this problem and will notify you when this issue is resolved.

In the meantime, please feel free to submit your college requisition without a requisition number. Once we receive your requisition, a requisition number will be assigned by Purchasing and you will be notified via e-mail of the requisition number.

If you have any questions, please contact Donna Buckley at x45463 or [dbuckley@uri.edu](mailto:dbuckley@uri.edu).