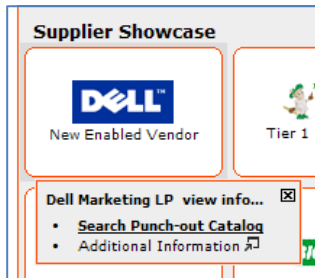


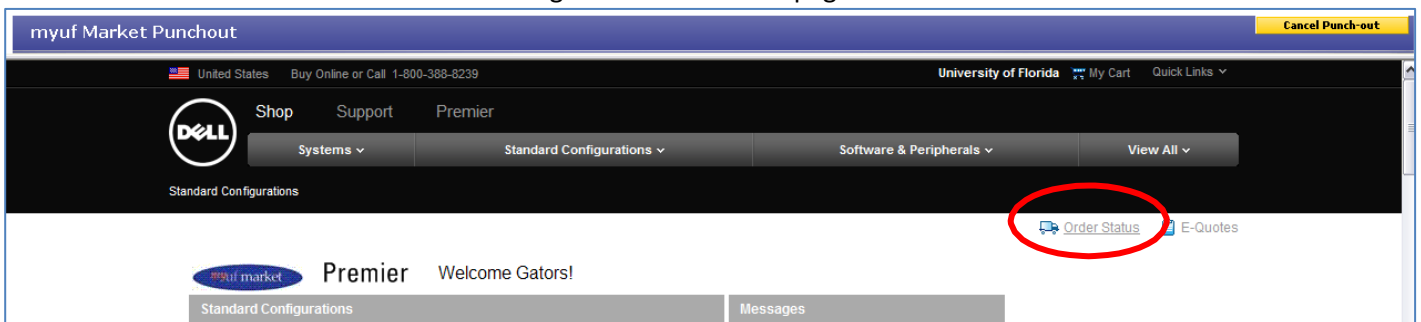
## Finding your Order Status by PO Number in the Dell Punchout

Before you begin, clear your cache and cookies (internet history). Then log into myUFL>myUF Market.

Go to the Dell Icon in myUF Market and click Search Punchout Catalog.



Click on the Order Status link on the right hand side of the page.



A new window will pop up. Set the first drop down menu to PO Number and then enter your PO number. Set the second drop down to Zip Code and enter your zip code. Then click Submit.

<b>Step 1</b>	* Search By Reference Number: PO Number <input type="text"/>	* Enter Reference Number: 1000064271 <input type="text"/>
	PO Numbers may only contain letters, numbers and spaces	
<b>Step 2</b>	* Select Verification Type: ZipCode <input type="text"/>	* Enter Verification Data: 32611 <input type="text"/>
<input type="button" value="Submit"/>		

The next page will show your order information. You can contact UF's Dell rep for further information or with any questions or concerns about your order.