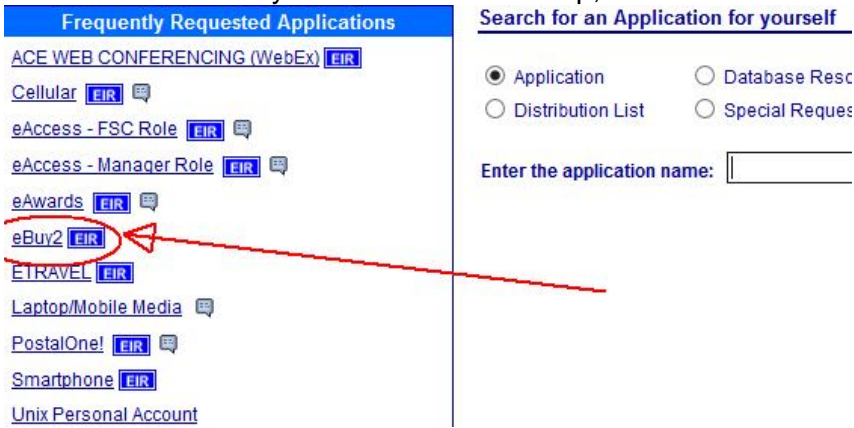


How to change your approving manager in ebuy2.

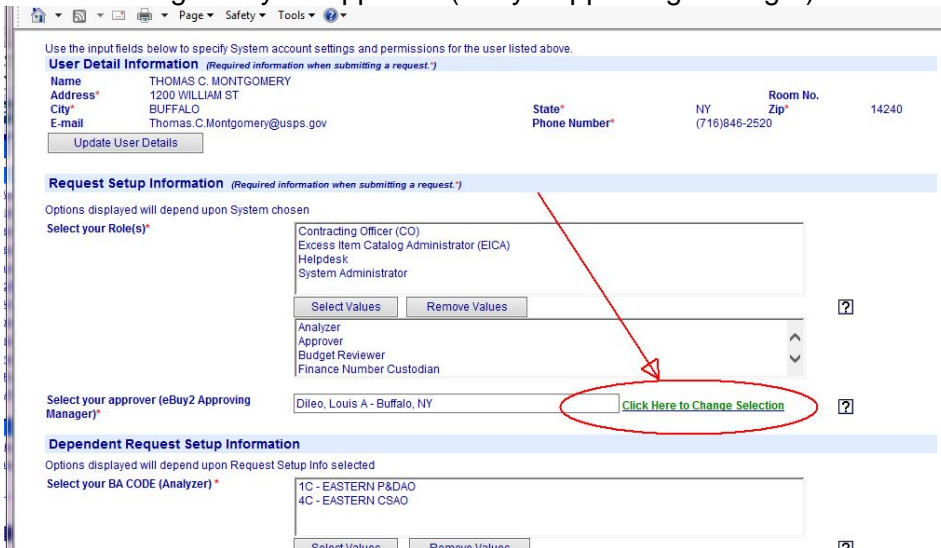
1. Log into <http://eaccess>
2. Click on 'Request Access'



3. Click on 'eBuy2'. If it doesn't show up, do a search for ebuy2 in 'application name'.



4. Change the your approver (eBuy2 Approving Manager)



5. Click 'next'.

