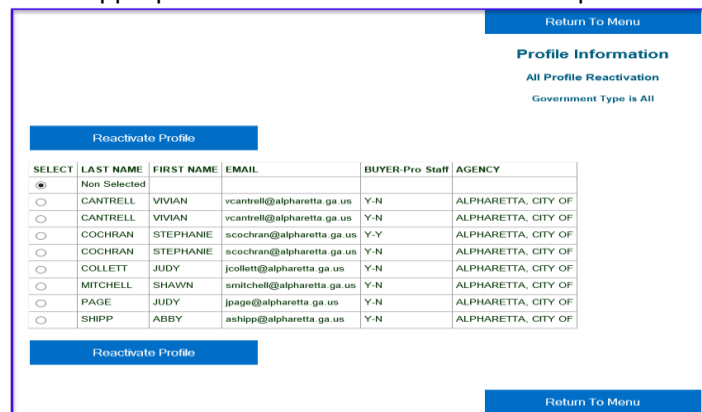
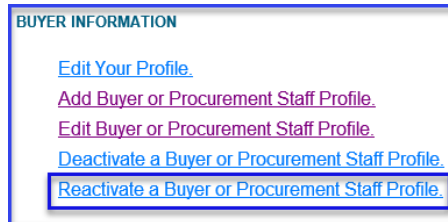


Reactivate buyer / procurement staff in Georgia Procurement Registry(GPR)

Step #	Action
1	Login to GPR. Link: https://ssl.doas.state.ga.us/PRsapp/PR_login.jsp
2	Click on 'Main Menu'. (Upper left corner or bottom left corner)
3	Click on 'Add Buyer or Procurement Staff Profile' under 'Buyer Information'.
4	To pull the whole list of users under particular agency, Click on 'all profiles' for 'Type of Profile' and click on 'Continue'.
5	Select button next to appropriate user and click on 'Reactivate profile'.



6	Click 'OK' on warning message. <div><div>Message from webpage</div><div><div>?</div><div>Are you sure you wish to Reactivate the profile for PAGE, JUDY?</div></div><div><div>OK</div><div>Cancel</div></div></div>
7	System will show on screen confirmation of deletion. <div><div>SUBSCRIPTION LISTBROWSE FOR BIDSCONTACT US</div><div><div>Buyer - Procurement Staff Database Maintenance Results</div><div>The Reactivate was successful.</div><div>Return to Menu</div></div></div>
	End