

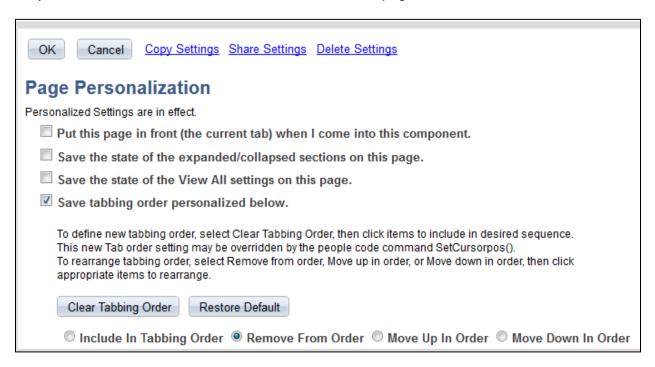
University of Wisconsin System SFS User Quick Help Documents Correcting a Broken Page Tab Order

Correcting a Broken Page Tab Order

In the upgrade to PeopleSoft 9.1, a few users have reported issues with the tabbing order on pages where they had personalized that tab order in SFS 8.9. For these users, when they would click in any field and try to "tab" to the next field, their cursor would disappear instead of moving to the next field.

To correct this issue and return to the default PeopleSoft tab order:

- 1. **Navigate** to the page where the tab order is broken.
 - a. Either adding a new value or opening an existing value will work.
- Click the Personalize Page hyperlink in the top right hand corner of the screen.
- 3. Click Restore Default
- 4. **Click** OK . Your tab order on this page has been restored to the PeopleSoft default, and you should now be able to tab between fields on this page.



5. If you would like to personalize your tab order, please reference the <u>Page Personalizations</u> business process document located on our SFS Operations website.