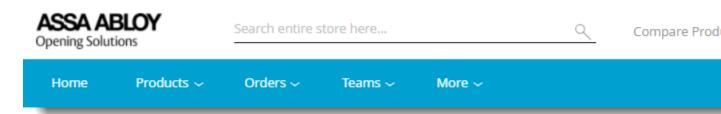
### **Active Cart**

#### **CURRENT CART**

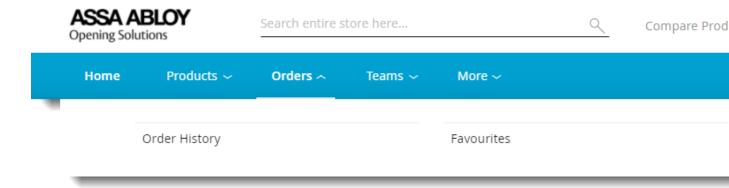
The Active Cart is represented by a Trolley Icon and displays the number of SKU lines currently contained within.



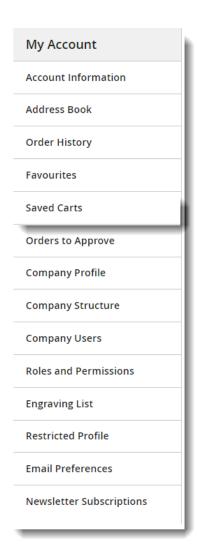
Only within the Active Cart can Colour and Keying Instructions be made or amended by a User. The Active Cart can be accessed from the Navigation ribbon



Alternatively the Active Cart can be accessed from the Navigation ribbon Orders - Saved Cart



Or from My Account - Saved Cart



A darkened Cart Icon indicates the Active Cart



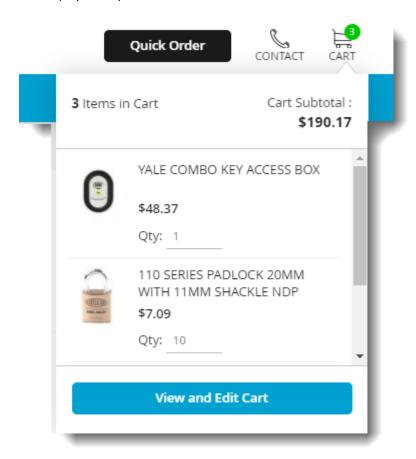
All other Cart Icons will be lighted



From the Navigation ribbon those lines can be previewed by hovering over the Active Cart Icon



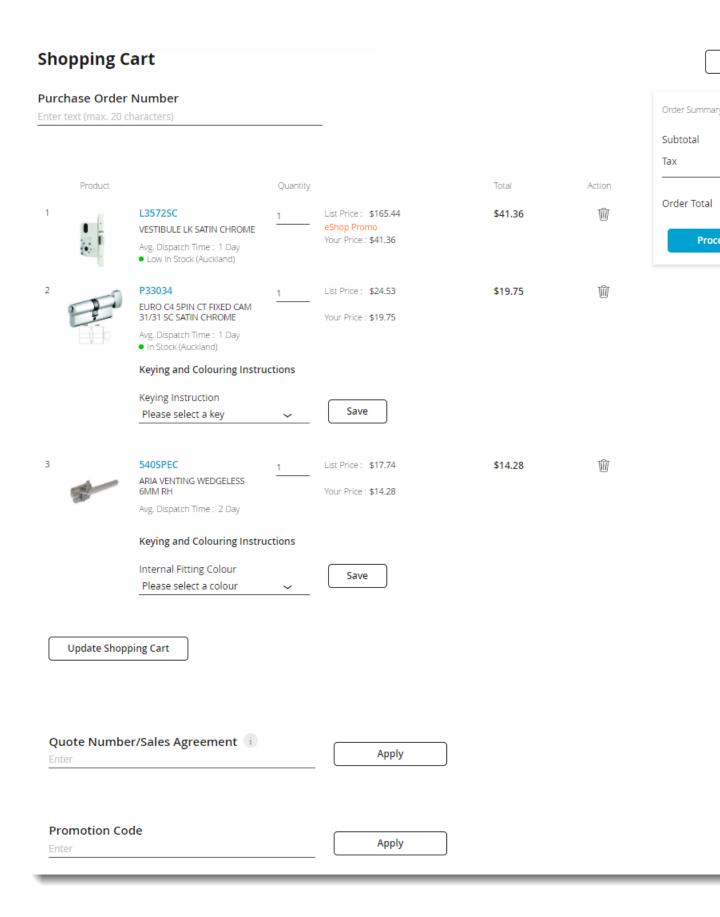
This displays a drop down of the Active Cart lines and values



To open the cart select View and Edit Cart from the bottom of the drop down menu:



The Cart can then be reviewed and edited prior to Check Out

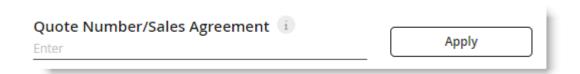


The Current Cart form allows users to enter an internal reference under the field Purchase Order Number. This is distinct from the carts name, although they can be the same. This will appear on the ASSA ABLOY sales order form under the heading Customer Reference. Eshop will automatically generate a unique number during Check Out as the ASSA ABLOY Customer Requisition which will appear on ASSA ABLOY documents and the finalised eShop order.



#### **QUOTE NUMBER/SALES AGREEMENT**

As well if there is a Sales Agreement or Quotation agreed with ASSA ABLOY, the Sales Agreement or Quotation Number can be entered to ensure the correct price is applied. ASSA ABLOY Eshop will validate the items within the cart against the specific Sales Agreement or Quotation.



Once the Quote Number or Sales Agreement code have been entered select Apply to fetch the pricing



Only one ID can be entered per order, and cannot be used in conjunction with an ASSA ABLOY Eshop Promotion Code. An error will be displayed if any invalid data is entered.



The Quote Number/Sales Agreement number "bob" is invalid. Quote number should prefix with "Q" while Sales Agreement code should prefix w "SSA".

#### **PROMOTION CODE**

As well if there is a ASSA ABLOY Eshop Promotional Code in place with ASSA ABLOY, the Promotional Code can be entered to ensure the correct price is applied. Once entered select "Apply". ASSA ABLOY Eshop will validate the items within the cart against the specific Promotional Code

Promotion Code	
Enter	Apply

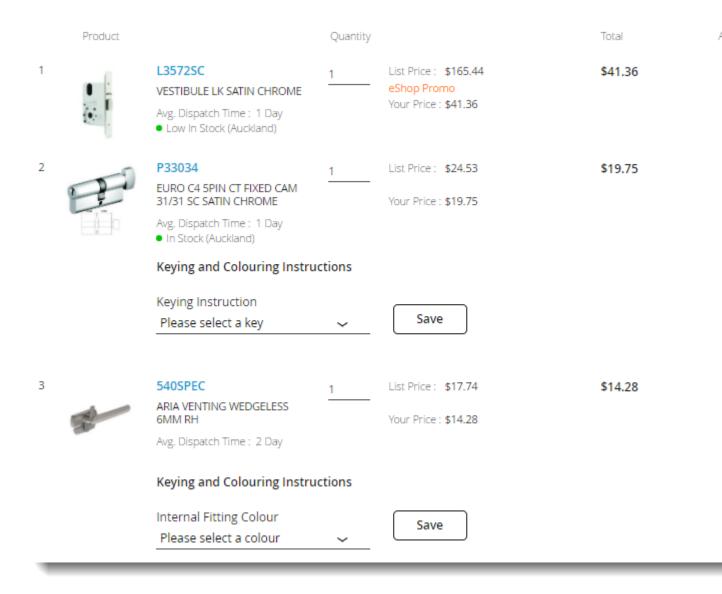
Once the Promotion Code has been entered select Apply to fetch the pricing

Apply

Only one Promotional Code can be entered per order, and cannot be used in conjunction with an ASSA ABLOY Eshop Quotation or Sales Agreement. An error will be displayed if any invalid data is entered.

#### **ORDER LINES**

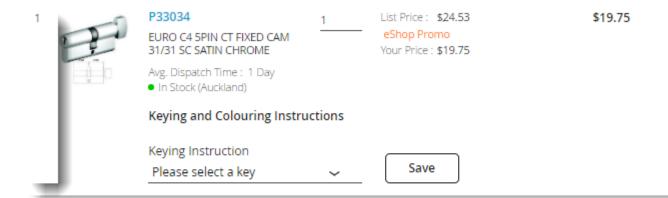
The Current cart will display all lines currently added, and provide editing of quantity, colour and keying options.



Each line will have displayed the following information:

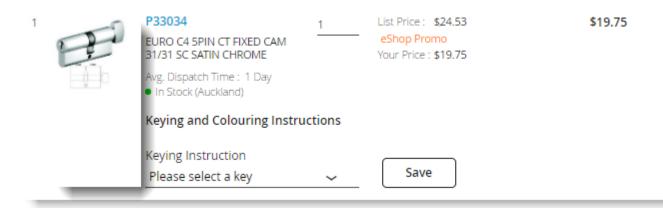
#### **LINE NUMBER**

Each line is assigned a line number.



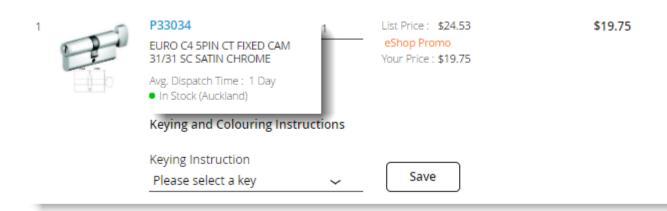
#### **THUMBNAIL**

Each line will have an image of the ordered item to provide quick identification.

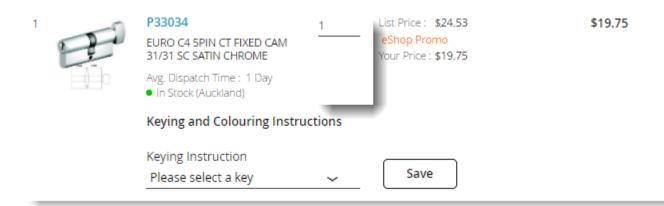


### **SKU DETAILS**

Each line will have a description containing the SKU, Product Name, Avg Despatch Time (availability) and Stock Availability

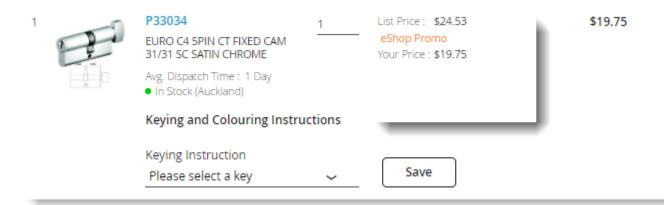


Each line will display the quantity ordered, defaulting to the minimum order quantity. This can be adjusted by typing in a new quantity and selecting Save.



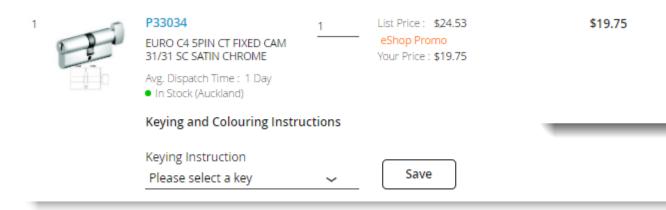
#### **PRICING**

Each line will display the List Price (gross price), Eshop Promo indicator and Your Price (net price).



#### **EXTENDED LINE PRICING**

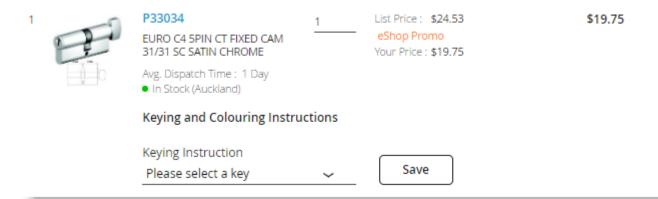
Each line will have a total price for the quantity ordered. This will be the extended line price.



#### **ACTION**

Each line will have one action available, Remove in the form of a Rubbish Bin Icon.





Upon selecting the Rubbish Bin Icon, a confirmation message will be displayed.

Are you sure you would like to remove selected items from the cart?

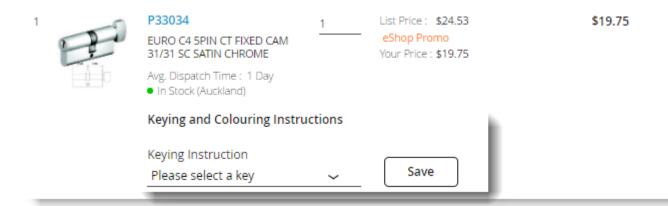
To remove the item select "OK", or select "Cancel" to exit without removing



OK

Cancel

In addition each line will display the Colour and Keying Instructions available for selection if where applicable for the selected SKU. These appear in an expandable tab and will be in alpha-numeric order.



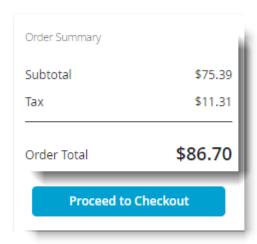
Once the Colour and Keying Instructions have been selected/edited they need to be saved. This can be saved per line by selecting "Save".



Alternatively if there are multiple lines on the order requiring Keying and Colour Instructions input, the data can be entered and all lines saved simultaneously by selecting "Update Shopping Cart" from beneath the last SKU line. Any changes made to the SKU quantities, Sales Agreements, Quotation or Promotional Codes will require the cart to be updated this way as well.

Update Shopping Cart

At the right of the order can be found the Order Summary, showing the Subtotal, Cart Coupon Discounts, GST and the Order Total. This will carry over into the Checkout view.



Once all the details have been added the cart can be processed to the Check Out. From the Order Summary select "Proceed to Checkout".

### **Proceed to Checkout**

Alternatively users can select Continue Shopping from the top of the page and the Current Cart will remain as a Saved Order. This will redirect the user to the Home screen.

# Continue Shopping

Items are added to the Current Order using the methods below. Details of each can be found under the section Selecting an Item

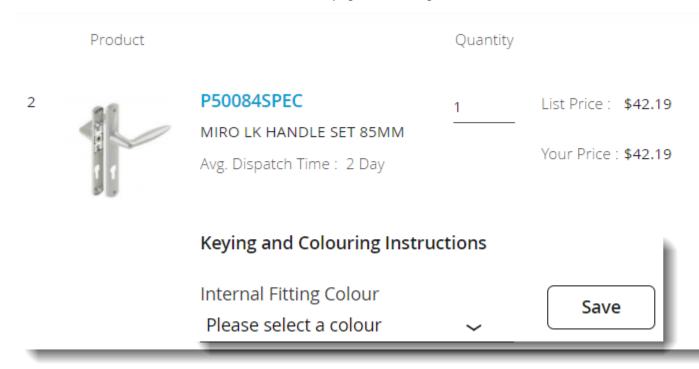
- From the Catalogue
- From a Search
- From a Favourite list
- From Quick Order

### Current Cart - Selecting The Colour Instruction

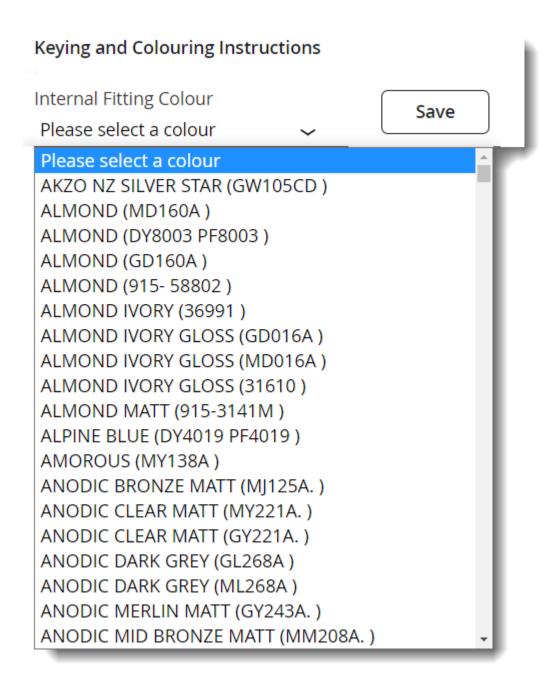
Tuesday, 24 September 2019 10:53 AM

**COLOUR** 

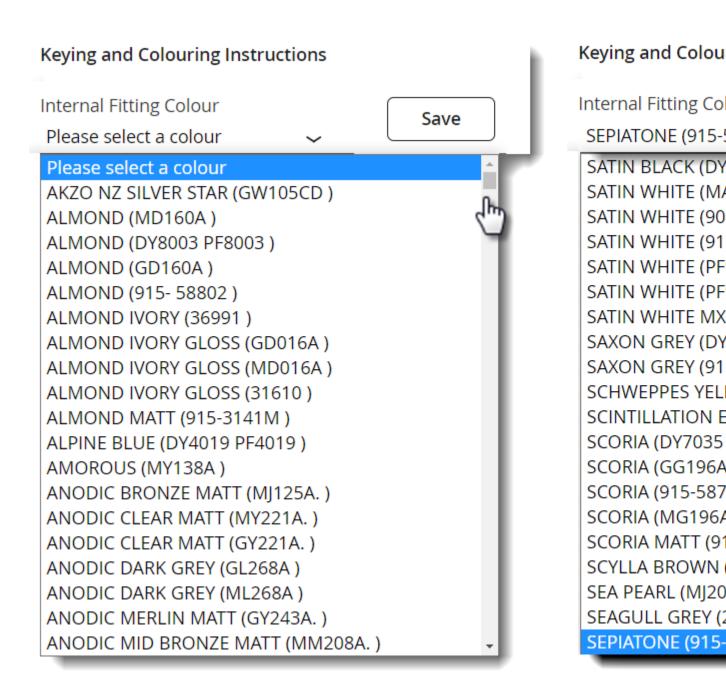
Some SKU will require Keying and Colour Instructions to be applied prior to being processed through the Checkout. As those items are added to the Active Cart the Keying and Colouring Instructions field will be visible



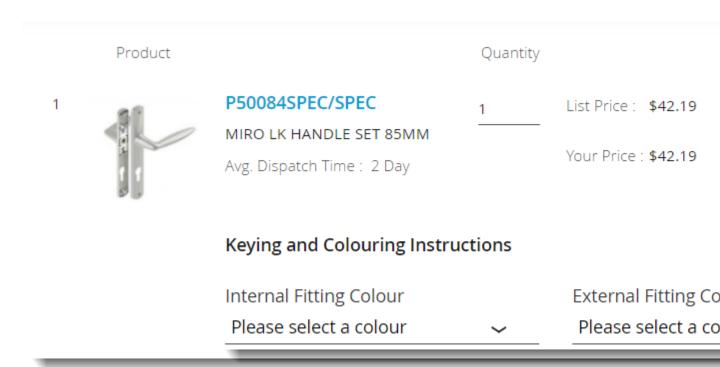
To select or change the Keying and Colouring Instruction of an item within the cart, select the drop down arrow to expand the selection.



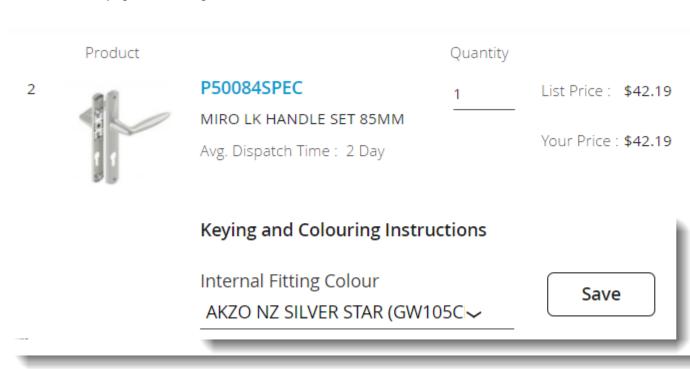
Use the side scroll bar to search the list and click on the Keying and Colouring Instruction or begin typing the colour name to start populating the field. Keying and Colouring Instruction are listed in Alpha-numeric order



Depending on the item selected, there may be available a second colour fields; the External Fitting Colour. Use the drop down list to select the required colour. External Fittings will be the concealed fixing side of the furniture.



Once selected the Keying and Colouring Instructions can be viewed



Product Quantity

1



### P50084SPEC/SPEC

MIRO LK HANDLE SET 85MM

Avg. Dispatch Time: 2 Day

List Price: \$42.19

Your Price: \$42.19

### **Keying and Colouring Instructions**

Internal Fitting Colour

AKZO NZ SILVER STAR (GW105C)

External Fitting (

Once the colour selection has been made, save those lines to "lock" the selected colour options. Otherwise when further products are added the selected colour will revert back to the default selection

Save

Lines will show a tick once saved and the order can be processed through the Checkout.



Alternatively if there are multiple lines on the order requiring Keying and Colour Instructions input, the data can be entered and all lines saved simultaneously by selecting "Update Shopping Cart" from beneath the last SKU line

Update Shopping Cart

No tick will be displayed when Updating Shopping Cart. Even once Saved, Keying and Colouring Instructions can still be amended and re-saved.

If the User attempts to Proceed to Checkout without entering or saving data, an error message will be dispalyed



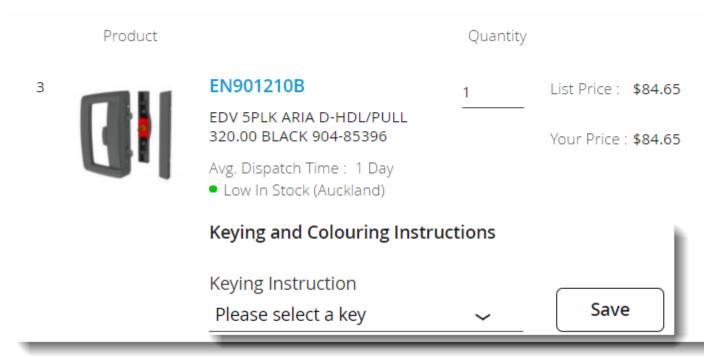
Select OK and continue to amend order data



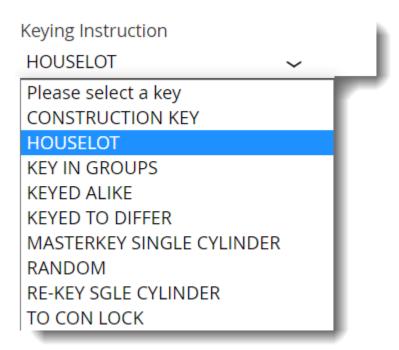
### Current Cart - Selecting the Keying Instruction

#### **KEYING INSTRUCTIONS**

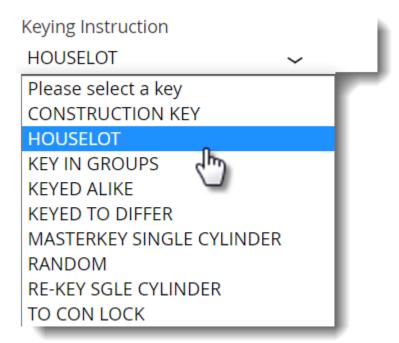
Some SKU will require Keying and Colour Instructions to be applied prior to being processed through the Checkout. As those items are added to the Active Cart the Keying and Colouring Instructions field will be visible



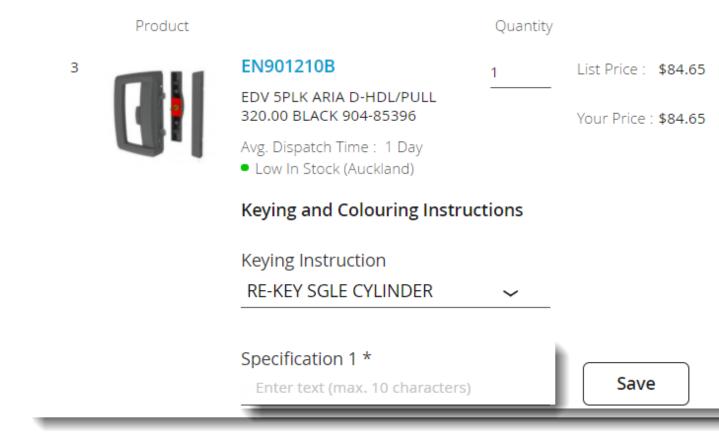
To select or change the Keying and Colouring Instruction of an item within the cart, select the drop down arrow to expand the selection.



Search the list and click on the Keying and Colouring Instruction or begin typing the keying name to start populating the field. Keying and Colouring Instructions are listed in Alpha-numeric order



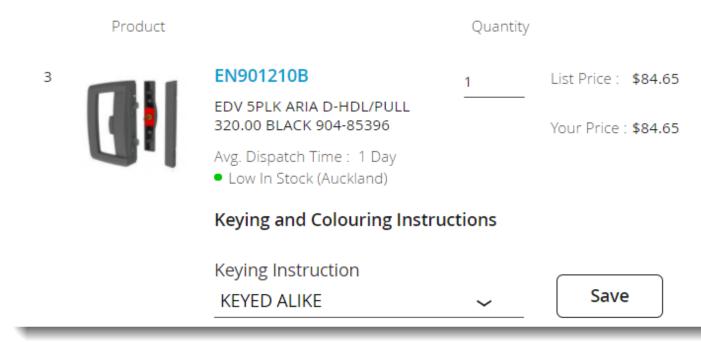
Depending on the item selected, there may be available a second fields; the Specification 1. Enter the required value. Specification fields are used to hold key numbers, pinning numbers, or to provide the link for keyed alike lines

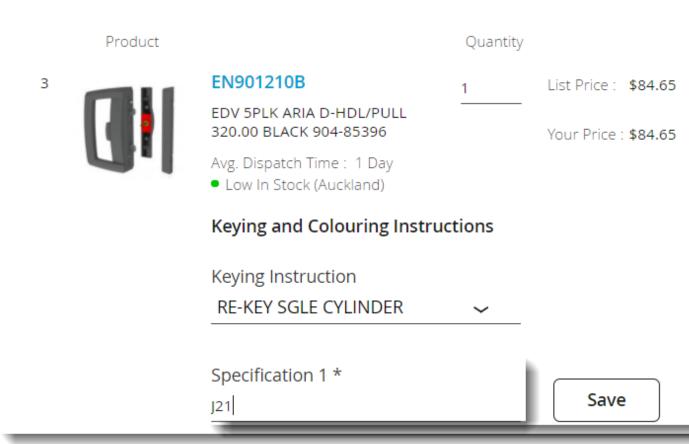


Depending on the item selected, there may be available a third fields; the Specification 2. Enter the required value. Specification fields are used to hold engraving codes

Product Quantity L334B45/125/6KD 5 List Price: \$55.01 P/LK BRASS 45/25MM BORON SHKL Your Price: \$55.01 Avg. Dispatch Time: 1 Day In Stock (Auckland) **Keying and Colouring Instructions Keying Instruction** ENGRAVING & RE-KEY SGLE CYL~ Specification 1 \* Specification 2 \* Enter text (max. 10 Enter text (max. 10 characters)

Once selected the Keying and Colouring Instructions can be viewed





Product Quantity L334B45/125/6KD 5 List Price: \$55.01 P/LK BRASS 45/25MM BORON SHKL Your Price: \$55.01 Avg. Dispatch Time: 1 Day In Stock (Auckland) **Keying and Colouring Instructions Keying Instruction** ENGRAVING & RE-KEY SGLE CYL~ Specification 1 \* Specification 2 \* P0045 J21

Once the Keying and Colouring Instruction selection has been made, save those lines to "lock" the selected Keying and Colouring Instruction options. Otherwise when further products are added the selected colour will revert back to the default selection



Lines will show a tick once saved and the order can be processed through the Checkout.



Alternatively if there are multiple lines on the order requiring Keying and Colour Instructions input, the data can be entered and all lines saved simultaneously by selecting "Update Shopping Cart" from beneath the last SKU line

### **Update Shopping Cart**

No tick will be displayed when Updating Shopping Cart. Even once Saved, Keying and Colouring Instructions can still be amended and re-saved.

If the User attempts to Proceed to Checkout without entering or saving data, an error message will be displayed



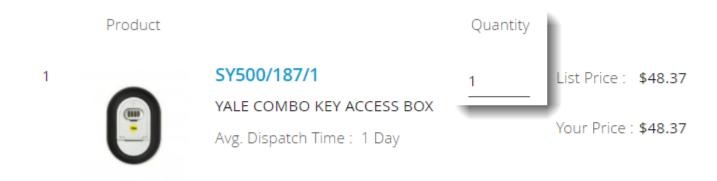
Select OK and continue to amend order data



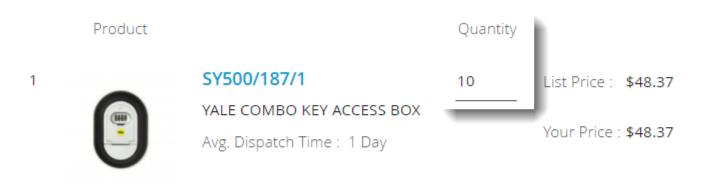
### Current Cart - Selecting the Quantity

#### **QUANTITY**

The SKU quantity will default to the Minimum Order Quantity (MOQ) of the specific SKU



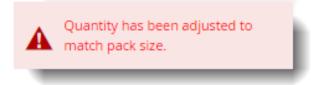
To change the quantity of a product within the cart, select the quantity field of the line



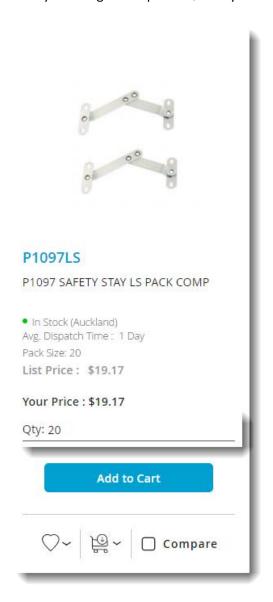
Once all line data has been updated, the changes need to be saved by selecting "Update Shopping Cart" from beneath the last SKU line

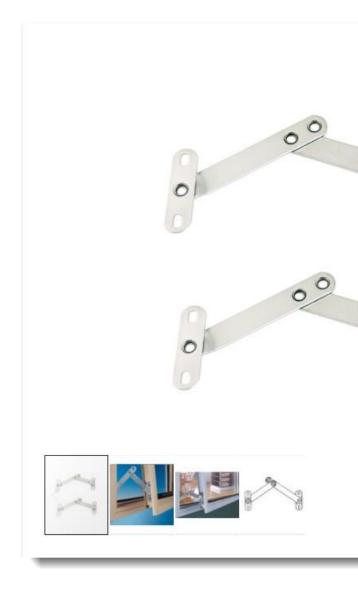
Update Shopping Cart

Entering a Quantity that is not a multiple of the Pack Size will cause the Quantity to be rounded up to the nearest Pack Size, and the Active Cart will be updated. An error message will be displayed.



The quantity can also be added at the same time the SKU is added to the Active Cart from the PLP or PDP by entering the required Quantity in the field

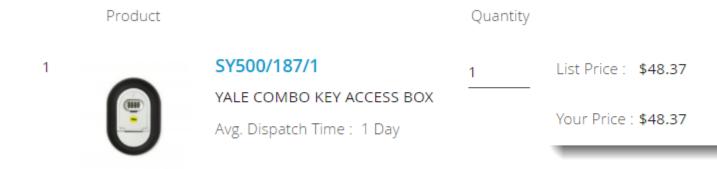




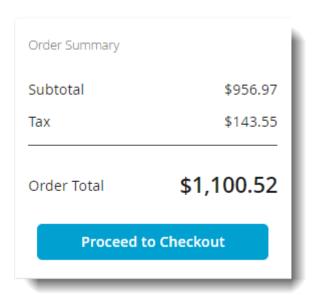
Entering a Quantity that is not a multiple of the Pack Size will cause the Quantity to be rounded up to the nearest Pack Size, and this SKU will be added to the Active Cart. An error message will be displayed.



The line totals will be updated with the latest pricing including any applicable price/quantity breaks



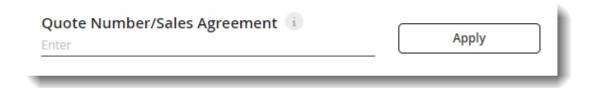
The Active Cart totals will be updated with the latest pricing including any applicable price/quantity breaks



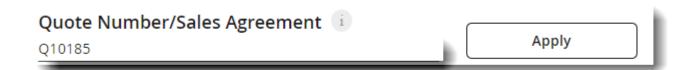
### Current Cart - Quotation Number

#### **QUOTE NUMBER**

ASSA ABLOY can offer special pricing through a Quotation Number which can be applied to the Users Active Cart to apply the lowest price available to the selected SKU. The process of requesting and discussing a quotation is undertaken with the ASSA ABLOY sales team offline, however if a quotation has been provided the Quotation Number can be entered to the Active Cart to ensure the correct price is applied.



Enter the Quotation Number into the Quote Number/Sales Agreement field. The Quotation Number must be entered exactly as provided in order for the pricing to be retrieved.



Once entered select Apply to update the Active Carts prices.



ASSA ABLOY Eshop will validate the items within the cart against the specific Quotation Number. If the supplied Quotation Number is incorrect or none of the listed SKU's of the Active Cart are included an error message will be displayed

# **Shopping Cart**



The Quote Number/Sales Agreement number "bob" is invalid. Quote number should prefix with "Q" while Sales Agreeme "SSA".

Only one Quotation Number can be entered per order, and cannot be used in conjunction with an ASSA ABLOY eShop Promotional Code or Sales Agreement. An error will be displayed if any invalid data is entered. If the Quotation Number pricing cannot be retrieved due to technical issues, a warning message will be displayed.

# **Shopping Cart**



Unable to fetch Quoted/Sales Agreement price currently. Kindly continue placing your order.



You used quote number "q10184".

Once a valid Quotation Number has been applied, a success message will be displayed

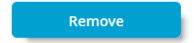
### **Shopping Cart**



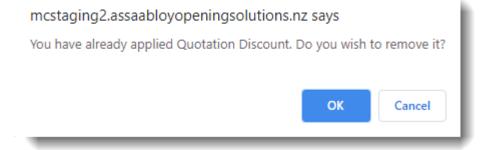
The Quotation Number will be displayed in the Quote Number/Sales Agreement field along with two options. The Quotation Number will be not be editable.



Once applied, no other Quotation Number, Sales Agreement or Promotional Code can be added without first removing the current. To remove a Quotation Number select "Remove"



Upon selecting the Remove, a confirmation message will be displayed.



To remove the item select "OK", to exit without removing select "Cancel"

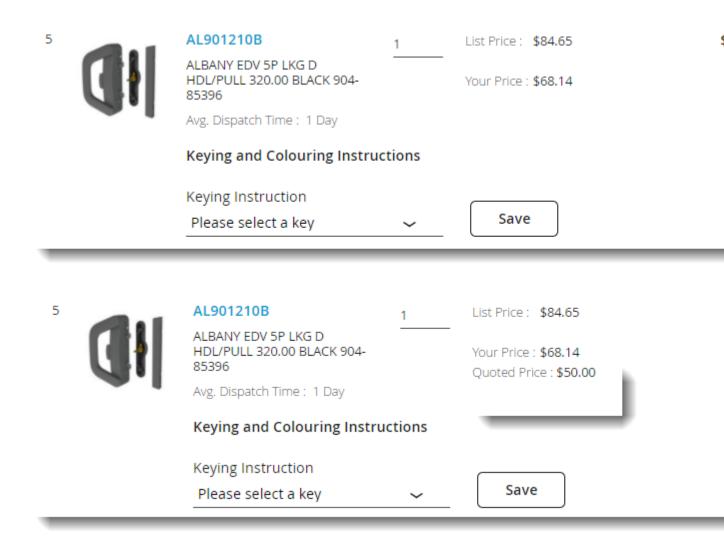


A success message will be displayed if removed

# **Shopping Cart**



Once the Quotation Number has been applied the Active Cart will be updated with pricing all being refreshed and any SKU where the quotation is applicable will display a "Quoted Price".



To check the details of the application against each SKU of the Active Cart of the Quotation Number, Users can select View Details

View Details

This will open the Quote Prices Details form displaying all the SKU's of the Active Cart.

### **Quote Price Details**

SKU	Your Price	Quote price from AX	Remarks
240B	\$4.57		Quoted price is not applicable for this product
LRF805/70SC	\$51.00		Quoted price is not applicable for this product
LRF805/20SC	\$77.66	\$100.43	Your price is already less than quoted price
550B	\$5.81	\$2.00	Quoted price considered
Ok			

This will provide one of three messages under the remarks beside each SKU:

#### **Quoted Price is not applicable for this product**

The SKU is not included in the quotation provided and no change has been made to the price. Only the Your Price will be displayed.

SKU	Your Price	Quote price from AX	Remarks
240B	\$4.57		Quoted price is not applicable for this pro

#### Your Price is already less than quoted price

The SKU is already at a lesser price than the quotation, possibly due to an eShop promotion or other discount. The Your Price will be displayed, along with the Quote Price From AX allowing the User to confirm the lowest price offered.

SKU	Your Price	Quote price from AX	Remarks
LRF805/20SC	\$77.66	\$100.43	Your price is already less than quoted pri

### **Quoted price considered**

The SKU is included in the quotation provided and the Quoted Price has been applied. Your Price will be displayed, along with the Quote Price From AX allowing the User to confirm the lowest price offered.

SKU	Your Price	Quote price from AX	Remarks
550B	\$5.81	\$2.00	Quoted price considered

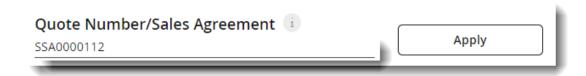
### Current Cart - Sales Agreement

#### **QUOTE NUMBER**

ASSA ABLOY can offer special pricing through a Sales Agreement which can be applied to the Users Active Cart to apply the lowest price available to the selected SKU. The process of requesting and discussing a Sales Agreement is undertaken with the ASSA ABLOY sales team offline, however if a Sales Agreement has been provided the Sales Agreement can be entered to the Active Cart to ensure the correct price is applied.



Enter the Sales Agreement into the Quote Number/Sales Agreement field. The Sales Agreement must be entered exactly as provided in order for the pricing to be retrieved.



Once entered select Apply to update the Active Carts prices.

Apply

ASSA ABLOY Eshop will validate the items within the cart against the specific Sales Agreement. If the supplied Sales Agreement is incorrect or none of the listed SKU's of the Active Cart are included an error message will be displayed

# **Shopping Cart**



The Quote Number/Sales Agreement number "bob" is invalid. Quote number should prefix with "Q" while Sales Agreeme "SSA"

Only one Sales Agreement can be entered per order, and cannot be used in conjunction with an ASSA ABLOY eShop Promotional Code or Quotation Number. An error will be displayed if any invalid data is entered. If the Sales Agreement pricing cannot be retrieved due to technical issues, a warning message will be displayed.

# **Shopping Cart**



Unable to fetch Quoted/Sales Agreement price currently. Kindly continue placing your order.



You used quote number "ssa0000112".

Once a valid Sales Agreement has been applied, a success message will be displayed

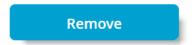
### **Shopping Cart**



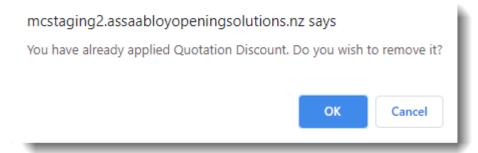
You used quote number "ssa0000112".

The Sales Agreement will be displayed in the Quote Number/Sales Agreement field along with two options. The Sales Agreement will be not be editable.

Once applied, no other Quotation Number, Sales Agreement or Promotional Code can be added without first removing the current. To remove a Sales Agreement select "Remove"



Upon selecting the Remove, a confirmation message will be displayed.



To remove the item select "OK", to exit without removing select "Cancel"

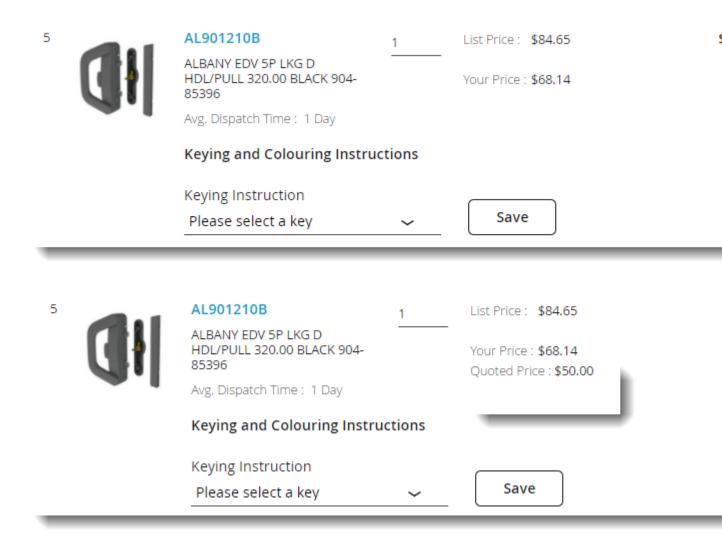


A success message will be displayed if removed

### **Shopping Cart**



Once the Sales Agreement has been applied the Active Cart will be updated with pricing all being refreshed and any SKU where the Sales Agreement is applicable will display a "Quoted Price".



To check the details of the application against each SKU of the Active Cart of the Sales Agreement, Users can select View Details

View Details

This will open the Quote Prices Details form displaying all the SKU's of the Active Cart.

### **Quote Price Details**

SKU	Your Price	Quote price from AX	Remarks
240B	\$4.57		Quoted price is not applicable for this product
LRF805/70SC	\$51.00		Quoted price is not applicable for this product
LRF805/20SC	\$77.66	\$100.43	Your price is already less than quoted price
550B	\$5.81	\$2.00	Quoted price considered
Olk			

This will provide one of three messages under the remarks beside each SKU:

### **Quoted Price is not applicable for this product**

The SKU is not included in the Sales Agreement provided and no change has been made to the price. Only the Your Price will be displayed.

SKU	Your Price	Quote price from AX	Remarks
240B	\$4.57		Quoted price is not applicable for this pro

### Your Price is already less than quoted price

The SKU is already at a lesser price than the Sales Agreement, possibly due to an eShop promotion or other discount. The Your Price will be displayed, along with the Quote Price From AX allowing the User to confirm the lowest price offered.

SKU	Your Price	Quote price from AX	Remarks
LRF805/20SC	\$77.66	\$100.43	Your price is already less than quoted pri

### **Quoted price considered**

The SKU is included in the Sales Agreement provided and the Quoted Price has been applied. Your Price will be displayed, along with the Quote Price From AX allowing the User to confirm the lowest price offered.

SKU	Your Price	Quote price from AX	Remarks
550B	\$5.81	\$2.00	Quoted price considered

### Current Cart - Promotional Code

#### **PROMOTION CODE**

ASSA ABLOY can offer special pricing through a Promotion Code which can be applied to the Users Active Cart to apply the lowest price available to the selected SKU. Promotion Codes will be issued by the ASSA ABLOY sales team through marketing newsletters and may have conditions which will be included in the marketing newsletter. The Promotion Code can be entered to the Active Cart to ensure the correct price is applied.

Promotion Code	
Enter	Apply
	_

Enter the Promotion Code into the Promotion Code field. The Quotation Number must be entered exactly as provided in order for the pricing to be retrieved.

Promotion Code	
aanz_10%off	Apply

Once entered select Apply to update the Active Carts prices.



ASSA ABLOY Eshop will validate the items within the cart against the specific Promotion Code. If the supplied Promotion Code is incorrect or none of the listed SKU's of the Active Cart are included an error message will be displayed

### **Shopping Cart**



Only one Promotion Code can be entered per order, and cannot be used in conjunction with an ASSA ABLOY Quotation Number or Sales Agreement.

Once a valid Promotion Code has been applied, a success message will be displayed

### **Shopping Cart**



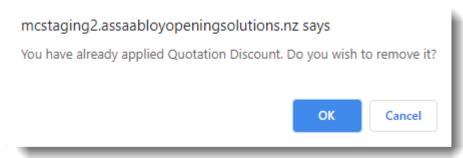
The Promotion Code will be displayed in the Promotion Code field along with one options. The Promotion Code will be not be editable.



Once applied, no other Quotation or Sales Agreement Id or Promotional Code can be added without first removing the current. To remove a Promotion Code select "Remove"

# Remove

Upon selecting the Remove, a confirmation message will be displayed.



To remove the item select "OK", to exit without removing select "Cancel"



A success message will be displayed if removed

# **Shopping Cart**



Once the Promotion Code has been applied the Active Cart Order Summary will be updated with Promotion Code name and value displayed.

Subtotal \$207.18

Tax \$31.08

Order Total \$238.26

Proceed to Checkout

Order Summary

Subtotal \$207.18

Discount (aanz\_10%off) -\$20.72

Tax \$27.97

Order Total \$214.43