

## USER GUIDE – Ways to Shop



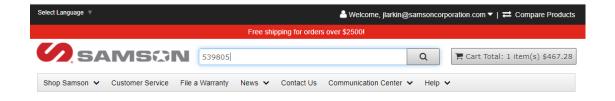
## Ways to Shop

- Shop.SAMSONCorporation offers four convenient ways to shop
  - Search by product name or number
  - Navigate the site and add items to the cart
  - Copy previous Shop.SAMSONCorporation orders to create a duplicate order
  - Rapid order entry



## Ways to Shop - Site Search/Number

- 1. Enter item number into the search bar
- 2. Click the search icon



- Search results are shown
- 2. Click learn more icon to view or add to cart

### **Product Search Results**





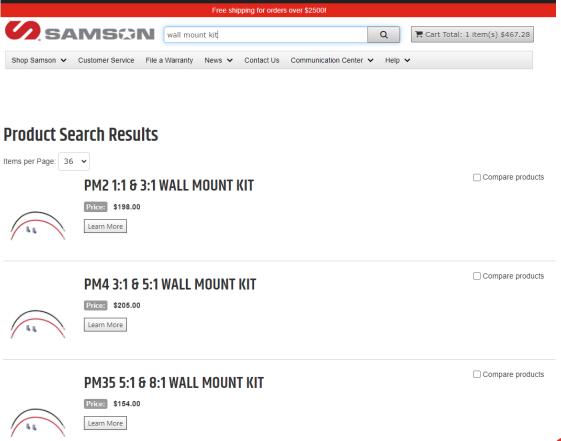
Compare products

## Ways to Shop - Site Search /Name

elect Language

- 1. Enter item name into the search bar
- 2. Click the search icon \( \textsq

- Search results are shown
- 2. Click learn more icon to view or add to cart



≜ Welcome, jlarkin@samsoncorporation.com ▼ | 

Compare Products

Advanced



# Ways to Shop - Site Navigation

Enter quantity & click add to cart

# PumpMaster3 55:1 Available model summary Available Models 300 PumpMaster3 55:1 35lb Pail pump 302 PumpMaster3 55:1 120lb Keg pump 304 PumpMaster3 55:1 400lb Drum pump Fluids Handled • Grease up to NLGI-2 Markets Served • Service Shops • Agriculture • Light Industrial

Item#: 300

Add To Cart

Compare products

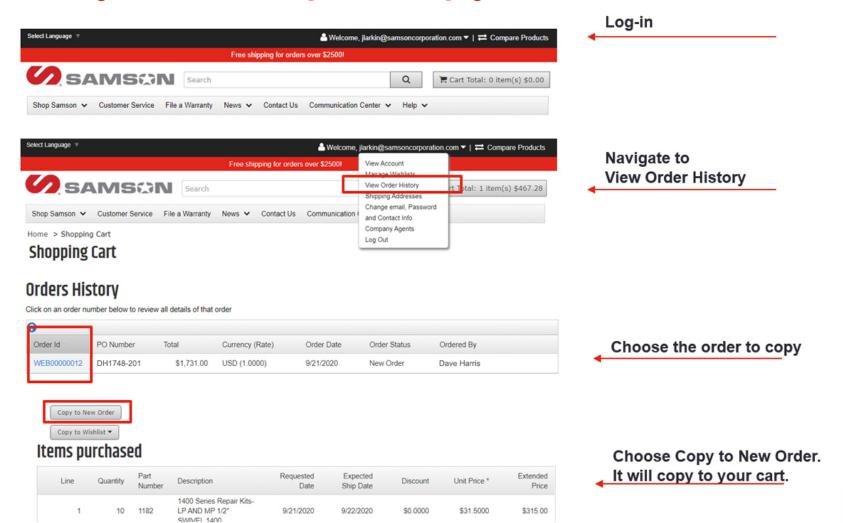


## Ways to Shop - Copy Order

- Copy previous orders
- The copy order function may be used to copy one order or several orders.
  - Edit the quantities as needed.
- This feature is limited to orders placed in Shop.SAMSONCorporation not orders entered by CSR.

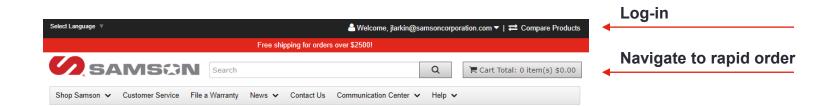


## Ways to Shop - Copy Order



## Ways to Shop - Rapid Order Entry

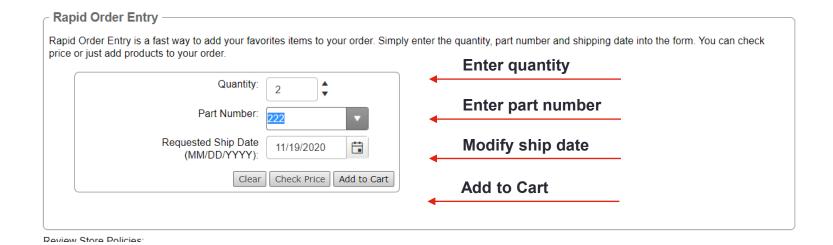
- Allows for rapid entry of items, excellent for customers that may know the part numbers and don't want to navigate to locate an item.
- Access rapid order entry via the shopping cart
- MUST be logged in to use rapid order entry





## Ways to Shop - Rapid Order Entry

- Located directly below the shopping cart
- Enter a part number, quantity and modify the requested ship date, if necessary. Add to cart.





# Ways to Shop - Modify Cart

Add Order Note	Add Order Note choose Add Order Note to add an order note	
Empty Cart	choose Empty Cart to clear all products from cart	
Export Cart	choose Export Cart to export to a CSV file	
	Choose the pencil to edit order quantity or ship dates	
<b>\bar{\bar{\bar{\bar{\bar{\bar{\bar{</b>	choose note pad to add line item notes	
Û	Choose trash can to move the item to the trash	

Add Order Note Empty Cart Export Cart								
	Part Number	Description	Requested Ship Date	Projected Ship Date	Qty	Your Price	Extended Price*	
	365537	EC8 Series Digital Metered 365 537 Oil Control Digital Valve Formable 1/4" Turn No-drip Tip	9/18/2020	9/21/2020	2	\$200.00	\$400.00	
	1182	1400 Series Repair Kits LP AND MP 1/2" SWIVEL 1400	9/18/2020	9/21/2020	10	\$31.50	\$315.00	

