
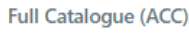

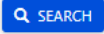
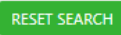






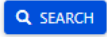
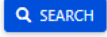
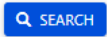
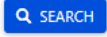
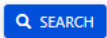
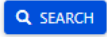
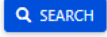
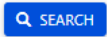
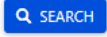
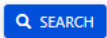
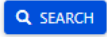
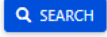
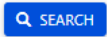
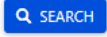
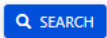






## Search Full Product Catalogue

Step	Details				
1.	<p>Navigate to the Catalogue:</p> <ol style="list-style-type: none"> <li>Click </li> <li>Click </li> </ol> <p>The Catalogue Home page opens with no products displaying.</p> <p>Use the available filters and search fields to find the required product in the Product Catalogue.</p> <p><b>Note:</b> Filters refer to Product Group and Catalogue List Type; the filters are not connected to the Search button</p>				
2.	<p>Select the filter(s) and enter search fields to be applied to the Catalogue. More than one filter/search field can be applied to the catalogue at the same time</p>  <p><b>Note:</b> When a search field is populated, the Search button changes from light blue to dark blue.</p> <p>Click  to apply the search</p> <p><b>Note:</b> Click  to remove applied filters and clear search fields</p> <p><b>Note:</b> When a search field has been selected, use the keyboard Tab key to tab forward, or use Shift + Tab to tab backwards through the search fields</p> <ol style="list-style-type: none"> <li>Apply filters to the catalogue</li> </ol> <table border="1"> <thead> <tr> <th>Filter</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>  </td> <td> <p>Click the required group and sub-group filter to display products. The selected group and sub-group display in green</p> <p><b>Note:</b> It is recommended you use the product group filter as a starting point for each search you do</p> </td> </tr> </tbody> </table>	Filter	Description		<p>Click the required group and sub-group filter to display products. The selected group and sub-group display in green</p> <p><b>Note:</b> It is recommended you use the product group filter as a starting point for each search you do</p>
Filter	Description				
	<p>Click the required group and sub-group filter to display products. The selected group and sub-group display in green</p> <p><b>Note:</b> It is recommended you use the product group filter as a starting point for each search you do</p>				

Step	Details												
	<p>Catalogue List Type  </p> <p>Leave blank to display all products or select from the option list and click </p> <p>Click  to display or hide the option list</p> <p><b>Note:</b> Select from Simple, Standard, Complex and Non-List</p>												
	<p>After the filters are applied, the catalogue will display products relevant to the selected filters. To refine the search further, apply one or more search criteria.</p> <p>b. Apply one or more search criteria to the catalogue</p> <p><b>Note:</b> The Product Name keyword search is recommended</p> <table border="1" data-bbox="240 831 1447 1921"> <thead> <tr> <th data-bbox="240 831 552 891">Search</th> <th data-bbox="552 831 1447 891">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 891 552 1115">           Refurb, Trial and Hire  <input type="checkbox"/> Refurb  <input type="checkbox"/> Trial  <input type="checkbox"/> Hire         </td> <td data-bbox="552 891 1447 1115">           Select one or more of the available options            Click  </td> </tr> <tr> <td data-bbox="240 1115 552 1245">           SIC Code            SIC code         </td> <td data-bbox="552 1115 1447 1245">           Enter SIC Code            Click  (or click keyboard Enter)         </td> </tr> <tr> <td data-bbox="240 1245 552 1413">           Supplier            Search By Supplier         </td> <td data-bbox="552 1245 1447 1413">           Enter Supplier name to view products specific to that supplier e.g. Invacare or Ebos            Click  (or click keyboard Enter)         </td> </tr> <tr> <td data-bbox="240 1413 552 1632">           Supplier Code            Supplier Code         </td> <td data-bbox="552 1413 1447 1632">           Enter supplier code e.g. 14653            Click  (or click keyboard Enter)            Example: 14653 will find AEL Hip Belt Push Button (2Inx10In) Single Pull         </td> </tr> <tr> <td data-bbox="240 1632 552 1921">           Product Name         </td> <td data-bbox="552 1632 1447 1921">           Enter product name keyword(s) in Keyword search field(s)  <b>Product Name Search:</b>    Search By Keyword 1                      Search By Keyword 2            Click  (or click keyboard Enter)  <b>Example:</b> chair displays products containing text 'chair'  <b>Example:</b> 'single' and 'mattress'         </td> </tr> </tbody> </table>	Search	Description	Refurb, Trial and Hire <input type="checkbox"/> Refurb <input type="checkbox"/> Trial <input type="checkbox"/> Hire	Select one or more of the available options Click 	SIC Code SIC code	Enter SIC Code Click  (or click keyboard Enter)	Supplier Search By Supplier	Enter Supplier name to view products specific to that supplier e.g. Invacare or Ebos Click  (or click keyboard Enter)	Supplier Code Supplier Code	Enter supplier code e.g. 14653 Click  (or click keyboard Enter) Example: 14653 will find AEL Hip Belt Push Button (2Inx10In) Single Pull	Product Name	Enter product name keyword(s) in Keyword search field(s) <b>Product Name Search:</b> Search By Keyword 1                      Search By Keyword 2 Click  (or click keyboard Enter) <b>Example:</b> chair displays products containing text 'chair' <b>Example:</b> 'single' and 'mattress'
Search	Description												
Refurb, Trial and Hire <input type="checkbox"/> Refurb <input type="checkbox"/> Trial <input type="checkbox"/> Hire	Select one or more of the available options Click 												
SIC Code SIC code	Enter SIC Code Click  (or click keyboard Enter)												
Supplier Search By Supplier	Enter Supplier name to view products specific to that supplier e.g. Invacare or Ebos Click  (or click keyboard Enter)												
Supplier Code Supplier Code	Enter supplier code e.g. 14653 Click  (or click keyboard Enter) Example: 14653 will find AEL Hip Belt Push Button (2Inx10In) Single Pull												
Product Name	Enter product name keyword(s) in Keyword search field(s) <b>Product Name Search:</b> Search By Keyword 1                      Search By Keyword 2 Click  (or click keyboard Enter) <b>Example:</b> chair displays products containing text 'chair' <b>Example:</b> 'single' and 'mattress'												

Step	Details
3.	<p>View Details about the equipment</p> <ol style="list-style-type: none"> <li>a. Click </li> <li>b. The details page displays the following information: <ul style="list-style-type: none"> <li>• Price</li> <li>• Trial available (Yes or No)</li> <li>• Hire available (Yes or No)</li> <li>• Hire Price (Daily) (Example: \$0.00)</li> <li>• Accessable Product Code (Example: 212057-New)</li> <li>• Asset Number</li> <li>• Warehouse</li> <li>• Product URL</li> <li>• Supplier Website</li> <li>• SIC Code</li> <li>• Supplier Product Code (Example: 1111-0392-000)</li> <li>• Cost to Replace</li> </ul> <p><b>Note:</b> Asset Number and Cost to Replace are populated for Refurbished items</p> <p><b>Note:</b> For Refurbished items, mouse hover over the equipment line to view the Asset Number, Cost to Replace and Warehouse</p> <ul style="list-style-type: none"> <li>• The Product Features  tab displays by default. Click other tab headings <a href="#">Specifications</a> <a href="#">Support</a> <a href="#">Accreditations</a> <a href="#">Classifications</a> to view additional product information</li> </ul> </li> <li>c. Click  or  to close the product View Details page</li> </ol>