

Wild Card (*) Search TIPS

Wild Card search is helpful when searching for, PO number, Marked For, Serial number, or Item number

- Searching using wild card for 'Mark For" add the first four character of the "Mark For" by asterisk (*) symbol, then click search, it will bring up all orders or quotes that has the first four character. (Repeat these steps for, PO number, Serial Number or Item Number fields when searching)

Example: Enter first three or four characters Jan* in "Marked For" field, it will bring up all Marked For with first four characters –Janexxxx (Janes, Janette, Janet etc.).

Track Orders or Quotes

Search By (Limit results by entering multiple criteria) Search For ALL CSR/Buyer

Ship To #: Sold To #: Order #: Prior Acct #: Type: ALL Beginning Order Date: Customer Reference:

* PO #: * Marked For: Jane* * Serial #: * Item #: Status: ALL Ending Order Date: Order Source: Please Select...

Branch Plant: All... Original Order: Special Handling: Please Select... Special Handling Status: Please Select...

* Use * to generate wildcard search

CLEAR >> **SEARCH >>**

Using Wild Card (*) at Shopping Cart Window

Wild Card (*) is also, useful at the "Shopping Cart" Window when entering part or item numbers

- At the "Shopping Cart" window, type first three (example EIQ*) character of the item number or part number then click "Add to Cart"

Start New Order **Start New Quotes** **Edit/Release Order/Quotes**

Shopping Cart

239189/ DEALER DEMO/ DEALER/ Quote # 8988867

Enter items for your order...

Use * to generate wildcard search.

Item Number	Quantity	Description
<input type="text" value="EIQ*"/>	<input type="text" value="1"/>	<input type="text"/>

ADD TO CART >>

Or ...

Choose Configuration Type Choose Model

CONFIGURE >>

- It will bring up all items with first three characters (EIQ), and then click to select the item or part number you desire.

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My C2 Address Book Inquiry Orders/Quotes

Start New Order Start New Quotes Edit/Release Order/Quotes

Shopping Cart

SEARCH AGAIN >

No exact match... select item from list

Displaying items 1 - 8 of 8

Item#	Description	UOM	Purchase Authorization
EIQ2X	QUICKIE 2 WHEELCHAIR	EA	US Mobility Parts
EIQ2	QUICKIE 2 WHEELCHAIR	EA	U2 US Interco - Cust nonsellable
EIQ2-R	QUICKIE 2 WHEELCHAIR	EA	U2 US Interco - Cust nonsellable
EIQ2N-R	QUICKIE 2 NEW WHEELCHAIR	EA	U2 US Interco - Cust nonsellable
EIQR-R	QUICKIE RECLINER W/CHAIR	EA	U2 US Interco - Cust nonsellable
EIQS-R	QUICKIE XTR WHEELCHAIR	EA	U2 US Interco - Cust nonsellable
EIQT	QUICKIE TS WHEELCHAIR	EA	US Mobility Parts
EIQT-R	QUICKIE TS WHEELCHAIR	EA	U2 US Interco - Cust nonsellable

Displaying items 1 - 8 of 8