

# Templates

This appendix contains information and representative samples of the e-Business Manager Web templates available to help you create your Web site.

## Overview of Templates

The e-Business Manager module provides HTML templates to use for your e-commerce Web site. These templates are used to create Web pages that are dynamically generated based on the registered e-Business Manager applets, the user's rights, and the system's data files. Some templates are available only for .order or .store customers, and some templates are shared by both customers.

Options that you set up in e-Business Manager Options and Web Template Options will affect the functionality and the appearance of the templates. You can also customize any template to include fields that are not already provided. For more information, see the Customizing Your Web Pages in the Help system.



The following sample template for .order customers includes standard features available on e-Business Manager templates. An explanation of the features follows.

Main menu. This example displays menu style 3 as selected in Web Template Options.

Header

Content in the Body dynamically changes based on the user's requests.

Footer

Help menu

Order Number	Order Type	Order Status	Order Date	Ship Date	Order Amount
0000115	Standard Order	New Order	05/19/03	05/31/03	8,706.10
0000153	Back Order	New Order	05/11/03	05/13/03	485.06
0000170	Standard Order	New Order	05/31/03	05/31/03	79.80

The Webmaster address is established in e-Business Manager Options.



## Header

The header contains the company logo image or the company name specified in e-Business Manager Options. The information in the Header is consistent on each Web page. For more information, see e-Business Manager Options in the Help system.

## Main Menu

The Main menu contains links to Web pages set up in Web Menu Maintenance. Main menu styles can be defined for both .order and .store Web pages. You can select among three Main menu styles, all appearing slightly different. The template samples that follow in this chapter appear with Main menu style **3** unless otherwise noted. For more information, see Web Menu Maintenance in the Help System.

## Help Menu

Click **Help** to display the Help menu. The Help menu provides topics that assist the user with performing functions on a specific Web page, such as updating user information, and viewing customer and product information. The link to the Help menu can be customized in Web Template Options. For more information, see Web Template Options in the Help system.

## Footer

The footer contains a menu bar with an abbreviated version of the Main menu and an e-mail link to the Webmaster. The information in the Footer is consistent on each Web page. The appearance of the options on the menu bar are determined by the menus set up in Web Menu Maintenance. For more information, see Web Menu Maintenance in the Help system,.

## Cascading Style Sheet

You can select a cascading style sheet to use for all of your templates in e-Business Manager Options. The cascading style sheet allows you to define the colors and fonts to apply to all of your Web pages. For more information, see Customizing Your Web Pages in the Help system.



## Previous Page/Next Page Links

The Previous Page and Next Page links are available on all inquiry and browse Web pages. These links do not appear on line drill down and shopping cart Web pages (you must scroll to view additional information). Click Previous Page to display the previous page of inquiry information. Click Next Page to display the next page of inquiry information. The Previous Page and Next Page links can be customized in Web Template Options. For more information, see Web Template Options in the Help system.



## Template Samples

Samples of the default templates provided are included on the following pages. You can change these templates in Template Maintenance. For more information, see Template Maintenance in the Help system.

- *Log On for .order Customers*
- *Request User ID and Password (.order)*
- *Update User Information (.order)*
- *User ID Browse (.order)*
- *Customer Maintenance (.order)*
- *Customer Inquiry (.order)*
- *View Invoice Information Options*
- *View Invoice Information (Summary)*
- *View Invoice Information (Detail)*
- *Invoice Drill Down (Header and Totals)*
- *Invoice Drill Down (Lines)*
- *View Open Sales Order Options*
- *View Open Sales Orders*
- *Open Sales Order Drill Down (Header and Totals)*
- *Open Sales Order Drill Down (Lines)*
- *View Sales Order History Options*
- *View Sales Order History*
- *Sales Order History Drill Down (Header and Totals)*
- *Sales Order History Drill Down (Lines)*
- *View RMA Options*
- *View RMA Information*
- *RMA Drill Down (Header Information)*
- *RMA Drill Down (Lines)*
- *View Credit Information (.order)*
- *Ship To Address Browse*
- *Ship To Address Maintenance*
- *Products and Services (Default)*
- *Products and Services (Single-Item Submit, No Frames)*
- *Products and Services (Multi-Item Submit, No Frames)*
- *Products and Services (Multi-Item Submit with Frames)*
- *Products and Services (Single-Item Submit with Frames)*
- *Item Detail*
- *Product Search*
- *Shopping Cart Item Information, Step 1 of 3 (.store)*



- [Shopping Cart Item Information, Step 2 of 3 \(.store\)](#)
- [Shopping Cart Confirmation, Step 3 of 3 \(.store\)](#)
- [View Shopping Cart \(.order\)](#)
- [Confirm Shopping Cart Submission \(.order\)](#)
- [Add Items to Shopping Cart \(.order\)](#)
- [Sales Tax Detail](#)
- [User Profile \(.store\)](#)
- [Log On for .store Customers](#)
- [Request Password \(.store\)](#)
- [Help Table of Contents](#)

## Log On for .order Customers

This template (login.htm) is provided with the .inquiry and .order applets and serves as the entry point into your Web site for .order customers. The entry point for .store customers is the Products and Services Web page.

The screenshot shows a web browser window with the following elements:

- Browser Title:** Log On - Microsoft Internet Explorer
- Address Bar:** http://www.yourdomain.com
- Form Title:** Enter User ID and Password
- Form Fields:**
  - User ID: [input field]
  - Password: [input field]
  - Save User ID and Password:
- Buttons:** Log On
- Text:**

This is a restricted site. If you have forgotten your User ID or Password, you may [request](#) they be mailed to you.

Access to these pages requires the use of per-session cookies by your browser.
- Status Bar:** Done, Internet

Click request to display the [Request User ID and Password \(.order\)](#) Web page.

Access to the e-Business Manager Web pages requires the use of per-session cookies by the Web browser. The cookie option in the browser must be set to accept or prompt to accept cookies in order to proceed. If the **Save User ID and Password** check box is cleared, the cookie is stored in memory only. After the browser window closes, the cookie is gone. If the **Save User ID and Password** check box is selected, the cookie is saved on your hard drive.

Click Log On after entering your user ID and password to display the initial .order Web page set up in e-Business Manager Options.

## Request User ID and Password (.order)

This template (Uid\_request.htm) is provided with the .inquiry and .order applets and can only be used by .order customers.

You can customize the Submit button in Web Template Options.



After entering the e-mail address set up for your user ID, click Submit to request that an e-mail with the user ID and password information be sent. A message appears acknowledging the submission.

## Update User Information (.order)

This template (uid.htm) is provided with the .inquiry and .order applets and can only be viewed by .order customers.

The screenshot shows a web browser window titled "Update User Information - Microsoft Internet Explorer". The address bar shows "http://www.yourdomain.com". The page header includes the company logo "ABC Distribution and Service Corporation" and a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Order History, Credit Info, Ship-to Info, Shopping, View Cart, and Help. The main content area is a form titled "Update User Information".

<b>User ID:</b> JWS Supervisor		<b>Title:</b> <input type="text"/>	
<b>Name:</b> John W. Smith		<b>Phone Number 1:</b> (414) 655-4787	
<b>Address:</b> 2131 N. 14th Street		<b>Extension 1:</b> 219	
Suite 100		<b>Phone Number 2:</b> <input type="text"/>	
Accounting Department		<b>Extension 2:</b> <input type="text"/>	
<b>City / State:</b> Milwaukee WI		<b>Fax Number:</b> <input type="text"/>	
<b>ZIP Code / Country:</b> 53205-1204 United States		<b>Suspend Access:</b> <input type="checkbox"/>	
<b>E-mail Address:</b> john.smith@abc.com		<b>Shopping Cart:</b> <input checked="" type="checkbox"/>	
<b>Password:</b> <input type="password"/>			
<b>Confirm Password:</b> <input type="password"/>		<input type="button" value="Submit"/>	

At the bottom of the form, there is a navigation menu: Home User Customer Invoices Open Orders Shopping View Cart. Below the menu, there is a small icon and the text: "Please send questions or comments to the Webmaster."

If you have supervisory rights, click the User ID link to browse all user IDs and user names.

You can customize the Submit button in Web Template Options.

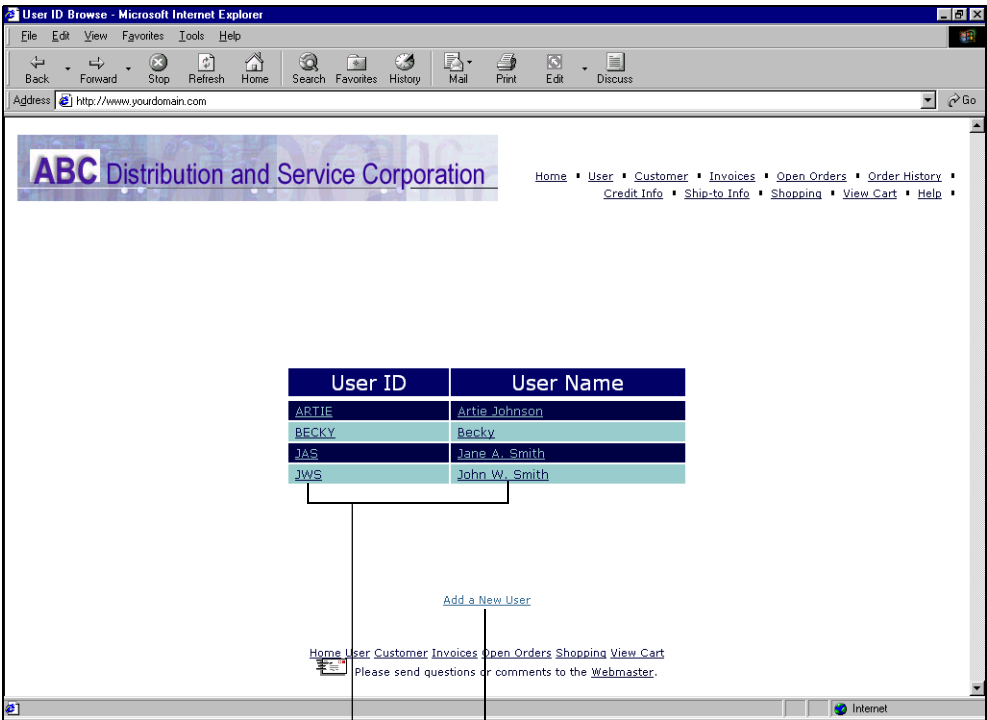
The **Country** drop-down list is dynamically filled, based on the country codes set up on the Application Server (in Library Master Country Code Maintenance).

Click Submit to submit changes to user information. A message appears acknowledging the submission.



## User ID Browse (.order)

This template (uid\_browse.htm) is provided with the .inquiry applet and can only be viewed by .order customers with supervisor rights.



Click an option to display the [Update User Information \(.order\)](#) Web page.

## Customer Maintenance (.order)

This template (customer.htm) is provided with the .inquiry applet and can only be viewed by .order customers. Only users with supervisor rights can submit changes to customer information.

The screenshot shows a web browser window titled "Customer Maintenance - Microsoft Internet Explorer". The address bar shows "http://www.yourdomain.com". The page header includes the company name "ABC Distribution and Service Corporation" and a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Order History, Credit Info, Ship-to Info, Shopping, View Cart, and Help.

The main content area is titled "Customer Maintenance" and contains a form with the following fields:

Customer:	D1-ABF	American Business Futures
Address:	2131 N. 14th Street	Suite 100 Accounting Department
City / State:	Milwaukee	WI
ZIP Code / Country:	53205-1204	United States
Phone Number:	(414) 655-4787	Ext: 219
Fax Number:		
E-mail Address:	artie@abf.com	
URL Address:	www.abf.com	
Ship Via:		
Credit Limit:	120,000.00	
Terms:	D1 Net 30 Days	
Salesperson:	D100 Jim Kentley	
Primary Contact:	Artie Johnson	
Established / Last Activity Date	01/01/02	05/31/03

At the bottom of the form is a "Submit" button. Below the form, there is a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Shopping, View Cart, and a note: "Please send questions or comments to the Webmaster."

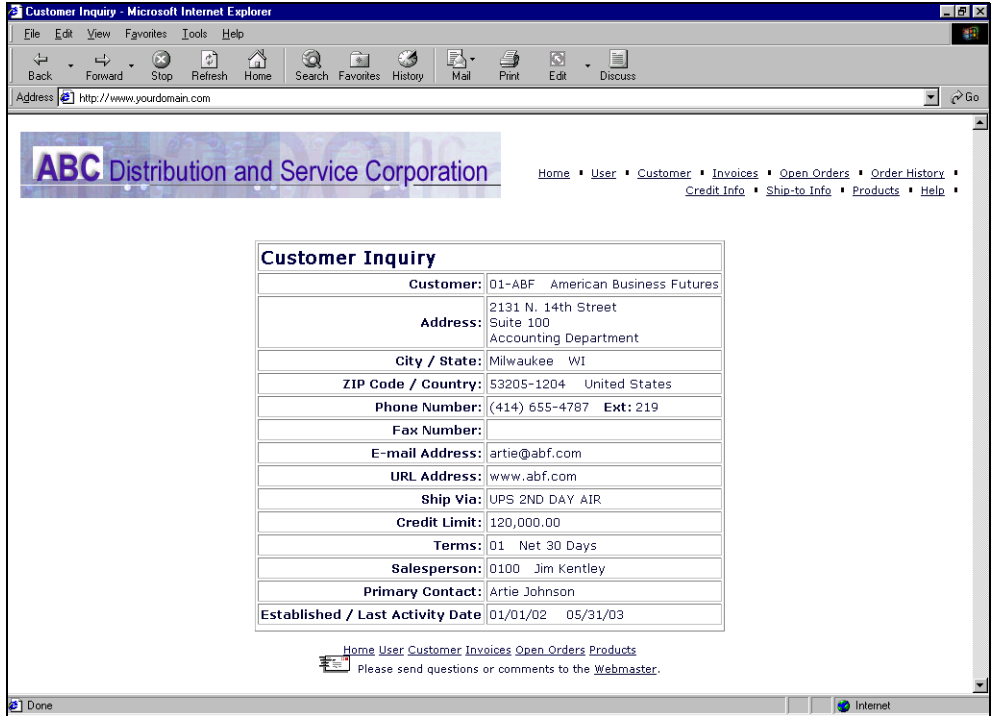
You can customize the Submit button in Web Template Options.

The **Country** drop-down list is dynamically filled, based on the country codes set up on the Application Server (in Library Master Country Code Maintenance).

After clicking Submit, a message appears acknowledging the submission.

## Customer Inquiry (.order)

This template (cust\_inquiry.htm) is provided with the .inquiry applet and can only be viewed by .order customers.



The screenshot shows a Microsoft Internet Explorer browser window with the address bar displaying "http://www.yourdomain.com". The page content includes the company logo "ABC Distribution and Service Corporation" and a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Order History, Credit Info, Ship-to Info, Products, and Help.

The main content is a "Customer Inquiry" table with the following data:

Customer Inquiry	
<b>Customer:</b>	01-ABF American Business Futures
<b>Address:</b>	2131 N. 14th Street Suite 100 Accounting Department
<b>City / State:</b>	Milwaukee WI
<b>ZIP Code / Country:</b>	53205-1204 United States
<b>Phone Number:</b>	(414) 655-4787 Ext: 219
<b>Fax Number:</b>	
<b>E-mail Address:</b>	artie@abf.com
<b>URL Address:</b>	www.abf.com
<b>Ship Via:</b>	UPS 2ND DAY AIR
<b>Credit Limit:</b>	120,000.00
<b>Terms:</b>	01 Net 30 Days
<b>Salesperson:</b>	0100 Jim Kentley
<b>Primary Contact:</b>	Artie Johnson
<b>Established / Last Activity Date</b>	01/01/02 05/31/03

At the bottom of the page, there is a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Products. Below the menu, there is a small icon and the text: "Please send questions or comments to the [Webmaster](#)."



## View Invoice Information Options

This template (inv\_inq\_options.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

You can customize the Submit button in Web Template Options.

If the **Save Inquiry Settings** check box was previously selected, the *View Invoice Information (Summary)* Web page or the *View Invoice Information (Detail)* Web page appears instead of the View Invoice Information Options Web page.

If more than one invoice is selected in the View Invoice Information Options Web page, when you click Submit, the *View Invoice Information (Summary)* Web page appears. If only one invoice is selected, the *View Invoice Information (Detail)* Web page appears.

## View Invoice Information (Summary)

This template (inv\_inq\_smry.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

View Invoice Information (Summary) - Microsoft Internet Explorer

Address: http://www.yourdomain.com

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • Credit Info • Ship-to Info • Shopping • View Cart • Help

**Customer: 01-ABF American Business Futures**  
**Account Balance: 5,406.44**

Invoice Number	Invoice Date	Due Date	Discount Date	Discount Amount	Invoice Balance
<a href="#">0100033-IN</a>	05/15/03	06/14/03		.00	613.05
<a href="#">0100034-IN</a>	05/15/03	06/14/03		.00	2,467.61
<a href="#">0100041-IN</a>	05/31/03	06/30/03		.00	38.20

[Previous Page](#) [Options](#) [Next Page](#)

Home • User • Customer • Invoices • Open Orders • Shopping • View Cart

Please send questions or comments to the [Webmaster](#).

If the invoice exists in the Invoice History file, the invoice number is linked to the [Invoice Drill Down \(Header and Totals\)](#) Web page.

These links can be customized in Web Template Options. Click Options to display the [View Invoice Information Options](#) Web page.

Account balance information appears on the View Invoice Information (Summary) Web page only if the **Calculate Account Balance** check box is selected on the [View Invoice Information Options](#) Web page.

## View Invoice Information (Detail)

This template (inv\_inq\_dtl.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • Credit Info • Ship-to Info • Shopping • View Cart • Help

**Customer: 01-ABF American Business Futures**  
**Account Balance: 5,537.44**

Invoice Number	Invoice Date	Due Date	Transaction Date	Transaction Type	Transaction Amount	Invoice Balance
0000122-IN	01/31/03	03/30/03				850.00
			02/28/03	Invoice	850.00	
0000141-IN	03/31/03	04/30/03				1,178.69

[Options](#) [Next Page](#)

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)

Please send questions or comments to the [Webmaster](#).

If the invoice exists in the Invoice History file, the invoice number is linked to the *Invoice Drill Down (Header and Totals)* Web page.

These links can be customized in Web Template Options. Click Options to display the *View Invoice Information Options* Web page.

Account balance information appears on the View Invoice Information (Detail) Web page only if the **Calculate Account Balance** check box is selected on the *View Invoice Information Options* Web page.

## Invoice Drill Down (Header and Totals)

This template (inv\_dd\_hdr.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

<b>Invoice Number:</b>	0100049	<b>Taxable:</b>	.00
<b>Invoice Type:</b>	INVOICE	<b>Non Taxable:</b>	131.00
<b>SO Number:</b>		<b>Freight:</b>	.00
<b>Invoice Date:</b>	05/01/01	<b>Sales Tax:</b>	.00
<b>Ship Date:</b>	05/01/01	<b>Invoice Total:</b>	131.00
<b>Customer PO:</b>			
<b>Salesperson:</b>	0100 Jim Kentley		
<b>Terms:</b>	01 Net 30 Days		
<b>FOB:</b>			
<b>Ship Via:</b>	UPS BLUE		

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**Bill To:** American Business Futures  
2131 N. 14th Street  
Suite 100  
Accounting Department  
Milwaukee, WI 53205-1204  
United States

**Ship To:** American Business Futures  
Racine Warehouse  
5411 Kendrick Place  
Racine, WI 53120  
United States

Home | User | Customer | Invoices | Open Orders | Shopping | View Cart  
Please send questions or comments to the [Webmaster](#).

Click a link under Package Tracking to check the status of a package.

These links can be customized in Web Template Options. Click Options to display the [View Invoice Information Options](#) Web page.

If the **Print Tax Code Detail** check box is selected in the Sales Tax Schedule Maintenance window (accessed from the Library Master Common menu), the [Sales Tax Detail](#) Web page appears when you click the **Sales Tax** link.

Click **Invoice Detail** to display the [Invoice Drill Down \(Lines\)](#) Web page. This feature is available only if an option other than **No** is selected at the **Retain in Detail** field in the Accounts Receivable Options window.

## Invoice Drill Down (Lines)

This template (inv\_dd\_In.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • Credit Info • Ship-to Info • Shopping • View Cart • Help

**Invoice Number: 0100033 Invoice Total: 1,113.05**

Item Number	Item Description	Quantity	Unit Price	Extension
<a href="#">6657-24-20-12</a>	SOUND CVR 24.5"W 20"D 12"H LQ	2.00	395.00	790.00
<a href="#">2481-5-50</a>	DESK FILE 5 1/4" CAP 50	2.00	18.95	37.91
	Lot No.: JAN90	2.00		
<a href="#">2551-3-50</a>	DESK FILE 3 1/2" CAP 50	1.00	23.70	23.70
	Lot No.: JAN90	1.00		
<a href="#">8972</a>	UNIVERSAL 5 1/4" DSDD FLEX DSK	80.00	2.80	224.24
	Lot No.: JAN90	80.00		

[View Totals](#) [Add All Items to Shopping Cart](#)

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)

Please send questions or comments to the [Webmaster](#).

If an item in the Item Number column is Internet-enabled, the item is linked to the [Item Detail](#) Web page.

Click [View Totals](#) to display the [Invoice Drill-Down \(Header and Totals\)](#) Web page. This link can be customized in Web Template Options.

This link appears only if the user has shopping cart rights set up in User ID Maintenance. Click [Add All Items to Shopping Cart](#) to add all Internet-enabled items for the invoice to your shopping cart. A message appears acknowledging the submission. This link can be customized in Web Template Options.



## View Open Sales Order Options

This template (so\_inq\_options.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**View Open Sales Order Options**

	All	Starting	Ending
Order Number:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
Order Date:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
Ship Date:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
<b>Include Order Types:</b> (multiple selections allowed) <ul style="list-style-type: none"> <li>Standard</li> <li>Back Order</li> <li>Price Quote</li> <li>Master</li> <li>Repeating</li> </ul>			
Customer PO Number: <input type="text"/>			
Save Inquiry Settings: <input type="checkbox"/>			
<input type="button" value="Submit"/>			

[Home](#)
[User](#)
[Customer](#)
[Invoices](#)
[Open Orders](#)
[Shopping](#)
[View Cart](#)

Please send questions or comments to the [Webmaster](#).

You can customize the Submit button in Web Template Options.

If the **Save Inquiry Settings** check box was selected, the *View Open Sales Orders* Web page appears instead of the Open View Sales Order Options Web page.

If more than one sales order is selected on the View Open Sales Orders Options page, after you click Submit, the *View Open Sales Orders* Web page appears. If only one sales order is selected, the *Open Sales Order Drill Down (Header and Totals)* Web page appears.

## View Open Sales Orders

This template (so\_inq.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

**Customer: 01-ABF American Business Futures**

Order Number	Order Type	Order Status	Order Date	Ship Date	Order Amount
0000115	Standard Order	New Order	05/18/2003	05/31/2003	9,706.10
0000153	Back Order	New Order	05/11/2003	05/13/2003	485.06

Options

Home | User | Customer | Invoices | Open Orders | Shopping | View Cart

Please send questions or comments to the [Webmaster](#).

The order numbers are linked to the *Open Sales Order Drill Down (Header and Totals)* Web page.

Click Options to display the *View Open Sales Order Options* Web page. This link can be customized in Web Template Options.



## Open Sales Order Drill Down (Header and Totals)

This template (so\_dd\_hdr.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • Credit Info • Ship-to Info • Shopping • View Cart • Help

<b>Order Number:</b>	0000115	<b>Taxable:</b>	8,600.00
<b>Order Type:</b>	Standard Order	<b>Non Taxable:</b>	.00
<b>Order Date:</b>	05/18/2003	<b>Freight:</b>	.00
<b>Ship Date:</b>	05/31/2003	<b>Sales Tax:</b>	116.10
<b>Order Status:</b>	New	<b>Discount:</b>	860.00
<b>Customer PO:</b>	VERBAL	<b>Order Total:</b>	7,856.10
<b>Salesperson:</b>	0100 Jim Kentley		
<b>Terms:</b>	01 Net 30 Days		
<b>FOB:</b>	DESTINATION		
<b>Ship Via:</b>	UPS BLUE		

[View Detail](#)   [Options](#)

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<b>Bill To:</b>	American Business Futures 2131 E. 14th Street Suite 100 Milwaukee, WI 53151	<b>Ship To:</b>	American Business Futures Distribution Warehouse 3121 W. 24th Street Milwaukee, WI 53146
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Home User Customer Invoices Open Orders Shopping View Cart  
Please send questions or comments to the [Webmaster](#).

Click [View Detail](#) to display the *Open Sales Order Drill Down (Lines)* Web page. This link can be customized in Web Template Options.

Click [Options](#) to display the *View Open Sales Order Options* Web page. This link can be customized in Web Template Options.

If the **Print Tax Code Detail** check box is selected in the Sales Tax Schedule Maintenance window (accessed from the Library Master Common menu), the *Sales Tax Detail* Web page appears when you click the **Sales Tax** link.

## Open Sales Order Drill Down (Lines)

This template (so\_dd\_In.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers.

ABC Distribution and Service Corporation

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

Sales Order Number: 0000115    Sales Order Total: 7,856.10

Item Number	Item Description	Ordered Quantity	Back Ordered Quantity	Shipped Quantity	Unit Price	Extension
D1400	EXECUTIVE DESK ENSEMBLE	4.000	.000	.000	1,700.000	6,800.00
D1700	SECRETARY DESK ENSEMBLE	2.000	.000	.000	900.000	1,800.00

View Totals    Add All Items to Shopping Cart

Home User Customer Invoices Open Orders Shopping View Cart

Please send questions or comments to the [Webmaster](#).

If an item in the Item Number column is Internet-enabled, the item is linked to the [Item Detail](#) Web page.

Click View Totals to display the [Open Sales Order Drill Down \(Header and Totals\)](#) Web page. This link can be customized in Web Template Options.

This link appears only if you have shopping cart rights set up in User ID Maintenance. Click Add All Items to Shopping Cart to add all Internet-enabled items for the order to your shopping cart. A message appears acknowledging the submission. This link can be customized in Web Template Options.

## View Sales Order History Options

This template (so\_hist\_inq\_options.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers. It is available only if the **Retain Sales Order/Quote History** check box is selected in the Sales Order Options window.

You can customize the Submit button in Web Template Options.

If the **Save Inquiry Settings** check box was previously selected, the *View Sales Order History* Web page appears instead of the View Sales Order History Options Web page.

If more than one sales order is selected on the View Sales Order History Options page, after you click Submit, the *View Sales Order History* Web page appears. If only one sales order is selected, the *Sales Order History Drill Down (Header and Totals)* Web page appears.

## View Sales Order History

This template (so\_hist\_inq.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers. It is available only if the **Retain Sales Order/Quote History** check box is selected in the Sales Order Options window.

View Sales Order History - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Discuss

Address http://www.yourdomain.com

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

**Customer: 01-ABF American Business Futures**

Order Number	Order Date	Order Status	Order Amount
0000115	05/18/2003	Active Order	8,243.10
0000169	05/30/2003	Completed Order	130.00

Home User Customer Invoices Open Orders Shopping View Cart

Please send questions or comments to the [Webmaster](#).

Options

The order numbers are linked to the [Sales Order History Drill Down \(Header and Totals\)](#) Web page.

Click Options to display the [View Sales Order History Options](#) Web page. This link can be customized in Web Template Options.

## Sales Order History Drill Down (Header and Totals)

This template (so\_hist\_dd\_hdr.htm) is provided with the .inquiry applet and can be viewed by .order and .store customers. It is available only if the **Retain Sales Order/Quote History** check box is selected in the Sales Order Options window.

The screenshot shows a web browser window with the following content:

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • Credit Info • Ship-to Info • Shopping • View Cart • Help

<b>Order Number:</b>	0000115	<b>Taxable:</b>	8,600.00
<b>Order Type:</b>	Active Order	<b>Non Taxable:</b>	.00
<b>Order Date:</b>	05/18/03	<b>Freight:</b>	.00
<b>Last Invoice Number/Date:</b>		<b>Sales Tax:</b>	503.10
<b>Customer PO:</b>	VERBAL	<b>Discount:</b>	860.00
<b>Salesperson:</b>	0100 Jim Kentley	<b>Order Total:</b>	8,243.10
<b>Terms:</b>	01 Net 30 Days		
<b>FOB:</b>	DESTINATION		
<b>Ship Via:</b>	UPS BLUE	<a href="#">View Detail</a>	<a href="#">Options</a>

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<b>Bill To:</b>	American Business Futures 2131 E. 14th Street Suite 100 Milwaukee, WI 53151	<b>Ship To:</b>	American Business Futures Distribution Warehouse 3121 W. 24th Street Milwaukee, WI 53146
-----------------	--	-----------------	---

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)  
Please send questions or comments to the [Webmaster](#).

Click [View Detail](#) to display the [Sales Order History Drill Down \(Lines\)](#) Web page. This link can be customized in Web Template Options.

Click [Options](#) to display the [View Sales Order History Options](#) Web page. This link can be customized in Web Template Options.

If the **Print Tax Code Detail** check box is selected in the Sales Tax Schedule Maintenance window (accessed from the Library Master Common menu), the [Sales Tax Detail](#) Web page appears when you click the **Sales Tax** link.

## Sales Order History Drill Down (Lines)

This template (so\_hist\_dd\_In.htm) is provided with the .inquiry applet and can be viewed by .order or .store customers. It is available only if the **Retain Sales Order/Quote History** check box is selected in the Sales Order Options window.

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

**Sales Order Number: 0000115    Sales Order Total: 8,243.10**

Item Number	Item Description	Ordered Quantity	Back Ordered Quantity	Shipped Quantity	Unit Price	Extension
D1400	EXECUTIVE DESK ENSEMBLE	4.000	.000	.000	1,700.000	6,800.00
D1700	SECRETARY DESK ENSEMBLE	2.000	.000	.000	900.000	1,800.00

[View Totals](#)   [Add All Items to Shopping Cart](#)

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)

Please send questions or comments to the [Webmaster](#).

If an item in the Item Number column is Internet-enabled, the item is linked to the [Item Detail](#) Web page.

Click [View Totals](#) to display the [Sales Order History Drill Down \(Header and Totals\)](#) Web page. This link can be customized in Web Template Options.

This link appears only if you have shopping cart rights set up in User ID Maintenance. Click [Add All Items to Shopping Cart](#) to add all Internet-enabled items for the order to your shopping cart. A message appears acknowledging the submission. This link can be customized in Web Template Options.



## Return Merchandise Authorization (RMA) Templates

If you have the RMA module installed, the following templates can be viewed to inquire on returns. The RMA template samples appear in a format set up for .order customers. For information on RMA, refer to your *Return Merchandise Authorization* manual.

For .order customers, RMA templates are accessed by clicking the RMA link that appears as a menu option in the header. For .store customers, RMA templates are accessed by clicking the RMA Inquiry link that appears on the User Profile Web page when a customer number has been assigned to the user.

All RMA templates can be viewed by .order and .store customers.



## View RMA Options

This template (Rma\_inq\_options.htm) appears when you click the RMA link that appears in the header.

**View RMA Options**

	All	Starting	Ending
RMA Number:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
RMA Date:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
Receipt Date:	<input checked="" type="checkbox"/>	<input type="text"/>	<input type="text"/>
<b>Status:</b> (multiple selections allowed)		New Open Hold Partially Received Received	
Save Inquiry Settings:		<input type="checkbox"/>	
<input type="button" value="Submit"/>			

Home | User | Customer | Invoices | Open Orders | Products | RMA | Credit Info | Ship-to Info | Help

Home | User | Customer | Invoices | Open Orders | Products

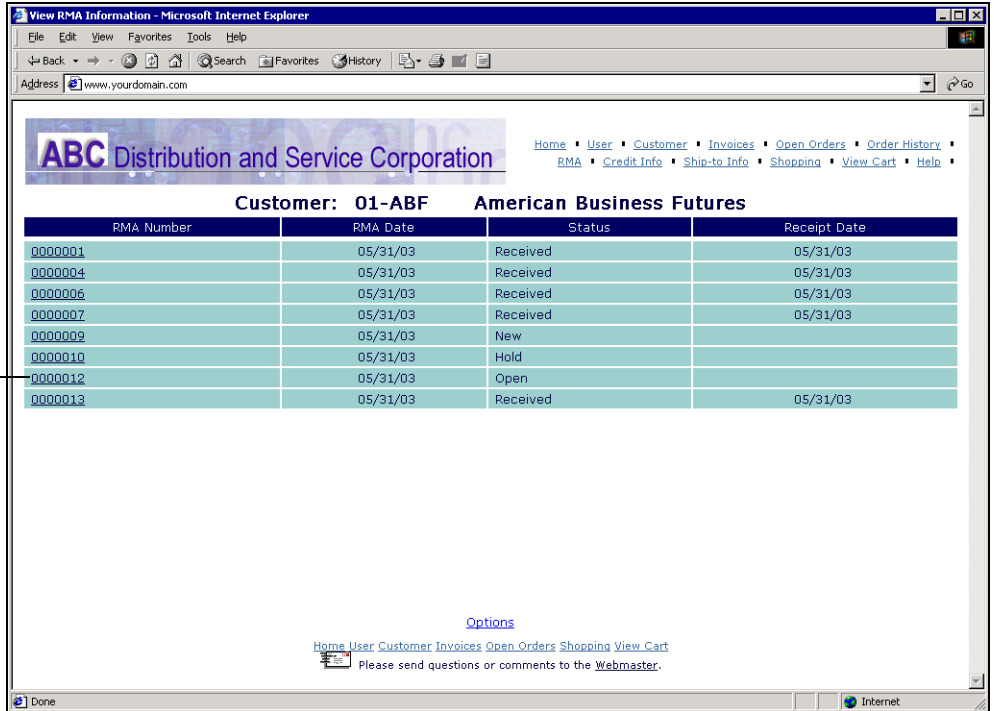
Please send questions or comments to the [Webmaster](#).

You can search on the RMA number, date, receipt date, and status.

If more than one RMA is selected on the View RMA Options page, after you click Submit, the [View RMA Information](#) Web page appears. If only one sales order is selected, the [RMA Drill Down \(Header Information\)](#) Web page appears.

## View RMA Information

This template (Rma\_inq.htm) displays all current RMA entries.



The screenshot shows a web browser window titled "View RMA Information - Microsoft Internet Explorer". The address bar shows "www.yourdomain.com". The page content includes a navigation menu with links: Home, User, Customer, Invoices, Open Orders, Order History, RMA, Credit Info, Ship-to Info, Shopping, View Cart, and Help. Below the menu, the customer information is displayed as "Customer: 01-ABF American Business Futures". A table lists the following RMA entries:

RMA Number	RMA Date	Status	Receipt Date
0000001	05/31/03	Received	05/31/03
0000004	05/31/03	Received	05/31/03
0000006	05/31/03	Received	05/31/03
0000007	05/31/03	Received	05/31/03
0000009	05/31/03	New	
0000010	05/31/03	Hold	
0000012	05/31/03	Open	
0000013	05/31/03	Received	05/31/03

Below the table, there is an "Options" link and a footer with navigation links: Home, User, Customer, Invoices, Open Orders, Shopping, View Cart. A note at the bottom says "Please send questions or comments to the Webmaster." The browser status bar shows "Done" and "Internet".

Click an RMA number to view header information for the selected RMA on the [RMA Drill Down \(Header Information\)](#) Web page.

### RMA Drill Down (Header Information)

This template (Rma\_dd\_hdr.htm) displays header information for the selected RMA number.

**ABC Distribution and Service Corporation**

Home • User • Customer • Invoices • Open Orders • Order History • RMA • Credit Info • Ship-to Info • Shopping • View Cart • Help

**Return To:** ABC Distribution and Service  
100 Main Street  
Suite 1000  
Irvine, CA 92618  
United States

**Bill To:** American Business Futures  
2131 N. 14th Street  
Suite 100  
Accounting Department  
Milwaukee, WI 53205-1204  
United States

**Confirm To:** John Quinn

**RMA Number:** 0000012  
**RMA Date:** 05/31/03  
**RMA Status:** Received  
**Receipt Date:** 05/31/03  
**Return Via:** MAIL

**Ship To:** American Business Futures  
Racine Warehouse  
5411 Kendrick Place  
Racine, WI 53120  
United States

[View Detail](#) [Options](#)

**Invoices on RMA for Replacement Items**

Invoice Number	Invoice Date	Ship Date	Sales Order	Invoice Total
0100080	05/31/03	05/31/03	0000183	236.35

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)  
Please send questions or comments to the [Webmaster](#).

If an invoice has been created for a replacement item, the invoice information appears in the Invoices on RMA for Replacement Items section.

Click View Detail to view line detail for the selected RMA on the *RMA Drill Down (Lines)* Web page. This link can be customized in Web Template Options.

Click Options to display the *View RMA Options* Web page. This link can be customized in Web Template Options.

*RMA Drill Down (Lines)*

This template (Rma\_dd\_In.htm) displays line detail information for the selected RMA number.

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | RMA | Credit Info | Ship-to Info | Shopping | View Cart | Help

**RMA Number: 0000012**

Original Invoice Number	Item Number / Description	Customer Action	Return Reason	Unit	Return Quantity
0100060	ARS-9101 / ART SPECIALTY WALNUT CNDL LAMP	Replacement	DEFECTIVE	EACH	.00
	Replacement Item: ARS-9101 / ART SPECIALTY WALNUT CNDL LAMP				
0100060	ARS-9201 / ART SPECIALTY GINGER JAR LAMP	Replacement	DAMAGED	EACH	.00
	Replacement Item: ARS-9201 / ART SPECIALTY GINGER JAR LAMP				

[View Totals](#)

Home | User | Customer | Invoices | Open Orders | Shopping | View Cart

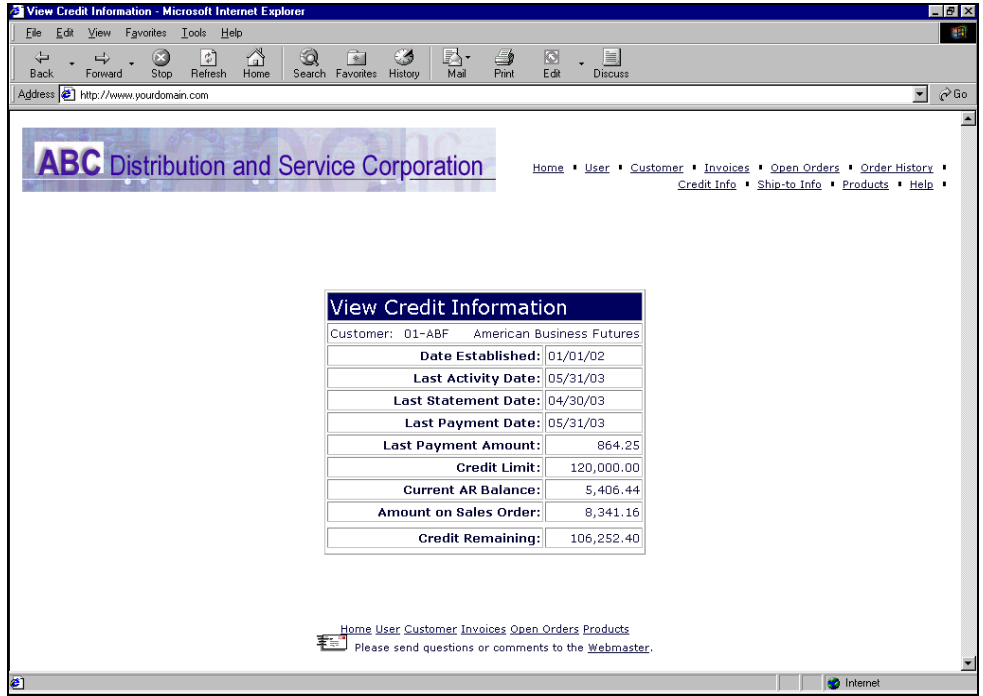
Please send questions or comments to the [Webmaster](#).

Click View Totals to display the *RMA Drill Down (Header Information)* Web page. This link can be customized in Web Template Options.



## View Credit Information (.order)

This template (credit.htm) is provided with the .inquiry applet and can be viewed by .order customers.



**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Products | Help

### View Credit Information

Customer: 01-ABF American Business Futures

<b>Date Established:</b>	01/01/02
<b>Last Activity Date:</b>	05/31/03
<b>Last Statement Date:</b>	04/30/03
<b>Last Payment Date:</b>	05/31/03
<b>Last Payment Amount:</b>	864.25
<b>Credit Limit:</b>	120,000.00
<b>Current AR Balance:</b>	5,406.44
<b>Amount on Sales Order:</b>	8,341.16
<b>Credit Remaining:</b>	106,252.40

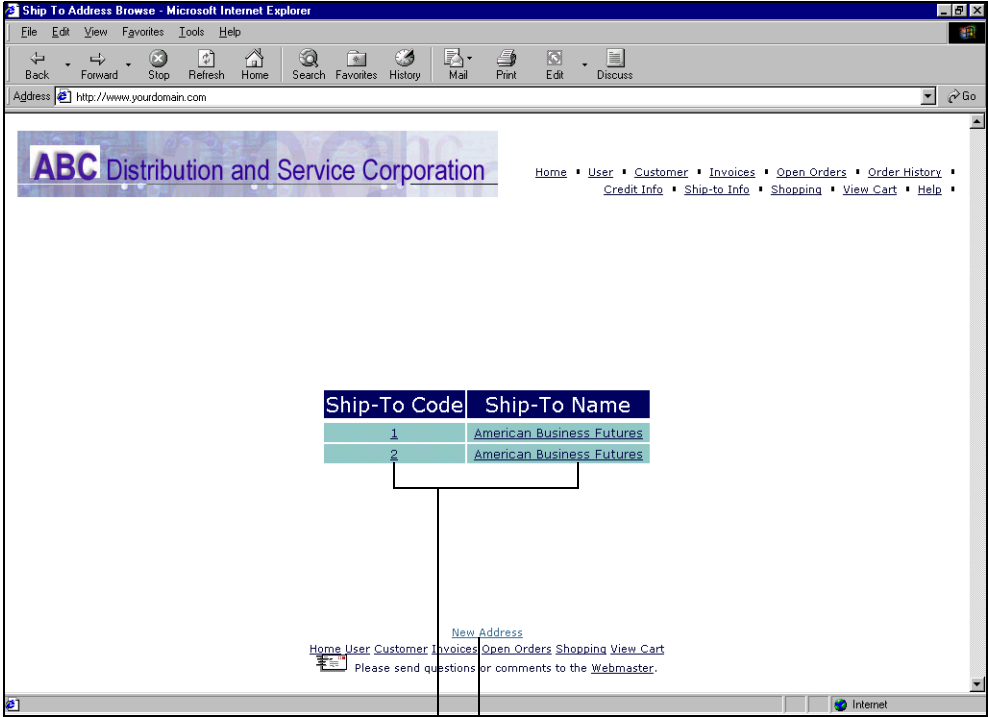
Home User Customer Invoices Open Orders Products

Please send questions or comments to the [Webmaster](#).



## Ship To Address Browse

This template (ship\_to\_browse.htm) is provided with the .inquiry, .order, and .store applets and can be viewed by .order and .store customers.



Click an item in the Ship-To Code or Ship-To Name column to display the [Ship To Address Maintenance](#) Web page.

This link appears only if you are set up as a supervisor in User ID Maintenance. Click [New Address](#) to display the [Ship To Address Maintenance](#) Web page. Complete the fields to add a new ship-to code.



## Ship To Address Maintenance

This template (ship\_to.htm) is provided with the .inquiry, .order, and .store applets and can be viewed by .order and .store customers.

Click Ship-To Code to display the [Ship To Address Browse](#) Web page.

You can customize the Submit button in Web Template Options.

The **Country** list is dynamically filled, based on the country codes set up on the Application Server (in Library Master Country Code Maintenance).

After clicking Submit, a message appears acknowledging the submission. When the change is submitted by a .store customer, a ship-to record is added to the Ship-to file. The ship-to code is numerically incremented starting with 0001 and limited to 9999.

Only .store customers, and .order customers who are set up as supervisors in User ID Maintenance, can submit ship-to address changes.



## Products and Services

The Products and Services Web page is the first page viewed by .store customers.

### Note

The two templates, products\_nt2\_multi2.htm, and products\_nt2\_single2.htm are not shown in this chapter but resemble the products\_nt2\_multi.htm and products\_nt2\_single.htm templates with the exception that the Search appears after the shopping cart status in the sub category column.

The e-Business Manager module provides seven products and services templates. Three templates allow you to submit one item at a time (single-item submit) to your shopping cart. Four templates allow you to submit more than one item at a time (multi-item submit) to your shopping cart. Two of the templates contain frame sets.

All templates are provided with the .inquiry, .order and .store applets and can be viewed by .order and .store customers.

If you use any products and services template other than the Product and Services (Default) template, you must set up the appropriate template in Template Maintenance. For more information, see Change Your Products and Services Template in the Help system.

The following list includes features of the products and services templates. These features are noted on the template samples, which follow the list.

### *Add to Shopping Cart Button*

The Add to Shopping Cart button appears on the Item Detail Web page and updates your shopping cart with the quantity entered. This button can be customized in Web Template Options. For .order customers, this button appears only if you have shopping cart privileges set up in User ID Maintenance.

### *Attachments*

You can add attachments to the Item Detail Web page shown on page 41 using Inventory Management Internet Item Attachments, and Web Template Options. For more information, see Add Internet Item Attachments in the Inventory Management Help system.

### *Buy Button*

Click Buy to place an item in your shopping cart; if the quantity is zero, the item is removed. A message appears acknowledging the addition or change. This button can be customized in Web Template Options.



### *Category Name, Category Descriptions*

After selecting a category, the category name and category description appear in the Body of the page. Category descriptions entered in Category Maintenance appear below the category name. Long category descriptions entered in Category Maintenance appear below the category description.

### *Item Information*

The **Item Number**, **Item Description**, **Quantity Available**, **Base Price**, and **Shopping Cart** column titles can be customized in Web Template Options.

The quantity available appears if **Customer** or **All** is selected at the **Calculate Quantity Available** field in the Web Template Options window. You can also define an image to display for the quantity available.

### *Item Name, Item Long Description*

The item name and extended item description appear on the Products and Services and Item Detail Web pages. If the **Item Name** field in the Inventory Maintenance Internet Item window is not entered, the item description entered in Inventory Maintenance is used. A item long description appears if a long description is entered in the Inventory Maintenance Internet Item window.

### *Next Page Link*

The Next Page link advances you to the next page of items available. This link can be customized in Web Template Options.

If you have several items assigned to one category instead of displaying single page numbers, consider customizing the template to group and display page links in blocks of 10 pages per group. For more information, see Customizing Your Web Pages in the Help system.



### *Search*

You can perform a basic search for an item number, or item description. On a products and services template without frames, enter an item or item description, and then click Go. Your search results display in the body of the page. On a products and services template with frames, click Product Search to display the *Product Search* Web page.

### *Subcategory Items*

On products and services templates without frames, subcategory items appear under the Header, in the left column of the page. Images, such as bullets, can be defined in Web Template Options to accompany subcategory names. The images are displayed before the category names.

On products and services templates with frames, subcategory items are accessed by clicking a top category item in the tree view.

### *Thumbnail Image*

Click a thumbnail image to view a larger image of the item on the Item Detail Web page. Thumbnail images and their sizes can be specified in Web Template Options. If an image is not defined, the item number appears. You can also define thumbnail images in Inventory Maintenance > Internet Item > Internet Attachments. For more information, see e-Business Manager FAQs in the Help system.

### *Top Category Items*

On the products and services templates without frames, top category items appear under the Header and are aligned to the left. Images, such as bullets, can be defined in Web Template Options to separate top category items.

On the products and services templates with frames, top category items appear in a tree view, in the left column of the page.

### *Update Cart Button*

The Update Cart button updates your shopping cart with the current items selected. You can customize the Update Cart button in Web Template Options.



*Products and Services (Default)*

This template (products\_nt2\_multi.htm) is the default Products and Services template and allows you to add multiple items at a time to your shopping cart.

The screenshot shows a web browser window titled "Products and Services - Microsoft Internet Explorer". The address bar shows "http://www.yourdomain.com". The page header includes "ABC Distribution and Service Corporation" and a navigation menu with links like Home, User, Customer, Invoices, Open Orders, Order History, Credit Info, Ship-to-Info, Shopping, View Cart, and Help. Below the header is a search bar and a category menu. The main content area displays a list of specialty lamps, each with a thumbnail image, a title, a base price, a quantity availability status, and a shopping cart price. The items listed are: ART SPECIALTY WALNUT CNDL LAMP (Base Price 89.95, Quantity Available Yes, it's in stock!!), SPECIALTY GINGER JAR LAMP (Base Price 94.95, Quantity Available Yes, it's in stock!!), and ART SPECIALTY BRONZE LAMP (Base Price 119.95, Quantity Available Yes, it's in stock!!). A shopping cart icon in the top left shows 2.00 items for a total amount of 209.90. A "Buy" button is visible at the bottom right of the product list.

Top category items

Search

Category name and long description

Sub category items

Item information

Item name

item long description

Thumbnail image



Next Page Link

Buy button (can be customized in Web Template Options)

## Products and Services (Single-Item Submit, No Frames)

This template (products\_nt2\_single.htm) allows you to add items to your shopping cart one at a time.

The screenshot shows a Microsoft Internet Explorer browser window displaying a website for "ABC Distribution and Service Corporation". The page is titled "Specialty Lamps" and features a shopping cart on the left side. The cart shows 2 items for a total amount of 209.90. Below the cart is a search bar and a list of specialty lamps. Each lamp listing includes a product image, a title, a base price, the quantity available (all are "Yes, it's in stock!!"), and a shopping cart button with a price of 0.00 and a "Buy" button. The products listed are:

- ART SPECIALTY WALNUT CNDL LAMP**: Base Price 89.95, Quantity Available Yes, it's in stock!!
- SPECIALTY GINGER JAR LAMP**: Base Price 94.95, Quantity Available Yes, it's in stock!!
- ART SPECIALTY BRONZE LAMP**: Base Price 119.95, Quantity Available Yes, it's in stock!!

At the bottom of the page, there is a navigation menu with links for Home, User, Customer, Invoices, Open Orders, Shopping, View Cart, and Help. A footer note asks visitors to send questions or comments to the Webmaster.

Buy button (can be customized in Web Template Options)

## Products and Services (Multi-Item Submit, No Frames)

This template (products\_no\_tree.htm) allows you to add multiple items at a time to your shopping cart.

The screenshot shows a Microsoft Internet Explorer browser window displaying a website for 'ABC Distribution and Service Corporation'. The page is titled 'Specialty Lamps' and features a shopping cart interface. The cart contains three items, each with a quantity of 0.00. The items are: ART SPECIALTY WALNUT CNDL LAMP (Base Price: 89.95), SPECIALTY GINGER JAR LAMP (Base Price: 94.95), and ART SPECIALTY BRONZE LAMP (Base Price: 119.95). The page includes a search bar, a navigation menu, and an 'Update Cart' button.

**Shopping Cart**  
 items 0.00  
 amount .00

**Search**  
 for   
 in    
[advanced](#)

**Specialty Lamps**  
[Antique Lamps](#)  
[Contemporary Lamps](#)

**Specialty Lamps**  
 Choose from our wide range of specialty lamps to brighten your home. We have colorful lamps in a variety of designs to suit your taste.

Item Number	Item Description	Quantity Available	Base Price	Shopping Cart
	ART SPECIALTY WALNUT CNDL LAMP	Yes, it's in stock!!	89.95	0.00
	SPECIALTY GINGER JAR LAMP	Yes, it's in stock!!	94.95	0.00
	ART SPECIALTY BRONZE LAMP	Yes, it's in stock!!	119.95	0.00

[Next Page](#)

Change quantity to zero to remove an item or charge. Change quantity to one to add a charge.

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)

Please send questions or comments to the [Webmaster](#).

Update Cart button (can be customized in Web Template Options)

## Products and Services (Multi-Item Submit with Frames)

This template (products\_dtl\_form2.htm) allows you to add multiple items at a time to your shopping cart.

Search — Product Search

Top category items — Equipment, Furniture and Accessories, Specialty Lamps

Sub category items — Antique Lamps, Contemporary Lamps, Printer and Accessories, Specials of the Month

### Specialty Lamps

Choose from our wide range of specialty lamps to brighten your home. We have colorful lamps in a variety of designs to suit your taste.

Item Number	Item Description	Quantity Available	Base Price	Shopping Cart
	ART SPECIALTY WALNUT CNDL LAMP	Yes, it's in stock!!	89.95	0.00

Home User Customer Invoices Open Orders Shopping View Cart

Please send questions or comments to the [Webmaster](#).

BACK

This template is part of the products.htm template, which is a frame set that contains references to the following templates: categories.htm, header.htm, footer.htm, and products\_dtl\_form2.htm, or products\_dtl.htm.

## Products and Services (Single-Item Submit with Frames)

This template (products\_dtl.htm) allows you to add items to your shopping cart one at a time.

Search

Product Search

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

**Specialty Lamps**

Choose from our wide range of specialty lamps to brighten your home. We have colorful lamps in a variety of designs to suit your taste.

Categories

- Equipment
- Furniture and Accessories
  - Specialty Lamps
    - Antique Lamps
    - Contemporary Lamps
  - Printer and Accessories
  - Specials of the Month

Item Number	Item Description	Quantity Available	Base Price	Shopping Cart
	ART SPECIALTY WALNUT CNDL LAMP	Yes, it's in stock!!	89.95	0.00 Buy

Home User Customer Invoices Open Orders Shopping View Cart

Please send questions or comments to the [Webmaster](#).

Buy button

This template is part of the products.htm template, which is a frame set that contains references to the following templates: categories.htm, header.htm, footer.htm, and products\_dtl\_form2.htm, or products\_dtl.htm.



## Item Detail

This template (item.htm) is provided with the .inquiry, .order, and .store applets and can be viewed by .order and .store customers.

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

**Item: ARS-9101**  
**Description:** ART SPECIALTY WALNUT CNDL LAMP  
 This delicately carved oak lamp base is topped with a silk orange lamp shade decorated with fringe and beads. A good piece to add a little color to your office or home.

**Unit of Measure:** EACH  
**Quantity Available:** Yes, it's in stock!!  
**Order Quantity:**

[Find this lamp on www.replicalamps.com](#)  
[Walnut lamp technical specifications](#)

**Item Pricing:**

From Quantity	To Quantity	Unit Price
1.00	3.00	89.95
4.00	9.00	85.95
10.00	Or Greater	83.95

[Home](#) [User](#) [Customer](#) [Invoices](#) [Open Orders](#) [Shopping](#) [View Cart](#)  
 Please send questions or comments to the [Webmaster](#).

Item name

Item information

Item long  
description

Attachments

Add to Shopping Cart button

Enter zero at the **Order Quantity** field to remove the item from your shopping cart. A message appears acknowledging the change.

## Product Search

The Product Search window appears after clicking Product Search on the Products and Services (Multi-Item Submit with Frames) Web page, the Products and Services (Single-Item Submit with Frames) Web page, or after clicking the Advanced link on the Products and Services (Default), Products and Services (Single-Item Submit, No Frames), or the Products and Services (Multi-Item Submit, No Frames) Web pages.

The following Product Search window (search.htm) appears if you are a .order customer.

Your Item Number is the Alias Item Number set up for a customer in the Inventory Management Alias Item Number Maintenance window. For more information, refer to your Inventory Management manual.

Search for an item number, item description, or an item number specific to your company. The results of your search are displayed in the item detail table on the right side of any Products and Services Web page.

The following Product Search window (Search\_store.htm) appears if you are a .store customer.

Search for an item number, or item description. The results of your search are displayed in the item detail table on the right side of any Products and Services Web page.

The Product Search templates are provided with the .inquiry, .order, and .store applets.

## Shopping Cart Item Information, Step 1 of 3 (.store)

This template (sc\_step1.htm) is provided with the .store applet and can only be viewed by .store customers. The following sample displays Main menu style 2 as selected in Web Template Options.

Shopping Cart Item Information, Step 1 of 3

Item Number	Item Description	Quantity	Unit Price	Extension
<a href="#">ARS-9101</a>	ART SPECIALTY WALNUT CNDL LAMP	<input type="text" value="1.00"/>	89.95	89.95
<a href="#">ARS-9301</a>	ART SPECIALTY BRONZE LAMP	<input type="text" value="1.00"/>	119.95	119.95
			<b>Order Total:</b>	<b>209.90</b>

Change quantity to zero to delete an item.  
Click Next to save your changes and proceed to address and payment information.

E-mail Address\*:

Password\*:

Confirm Password\*:

\* Required Field

[Home](#) [Profile](#) [Products](#) [Check Out](#)

Please send questions or comments to the [Webmaster](#).

The item is linked to the [Item Detail](#) Web page.

The Confirm Password field appears only for first-time users.

The **E-Mail Address** field is a required field. First time users must create a password; return users must submit their password to continue the shopping cart submission process.

## Shopping Cart Item Information, Step 2 of 3 (.store)

This template (sc\_step2.htm) is a default template provided with the .store applet for entering shipping information and can only be used by .store customers. This template is used automatically if the Allow .store Ship to Addresses check box is cleared in the e-Business Manager Options window. The following sample displays Main menu style 2 as selected in the Web Template Options window.

**ABC Distribution and Service Corporation**

Select Your Option Help

### Shopping Cart Address and Payment Information, Step 2 of 3

#### Billing Information

Name\*: John W. Smith      Phone Number 1\*: (414) 555-4800  
 Address\*: 123 Elm Street      Extension 1: 2310  
 City\*: Milwaukee      Phone Number 2:   
 State\*: Wisconsin      Extension 2:   
 ZIP Code\*/Country\*: 53151 United States      Fax Number:   
 E-mail: jsmith@abf.com  
 Payment Type\*: Visa      Ship Via\*: U.S. POSTAL SERVICE

#### Credit Card Information (Check if same as Billing Information: )

Credit Card Number: 5500000000000000004      Validation Code: 563  
 Expiration Date: 05-May 2003      The 3 digit code on the back of your MasterCard or Visa card or the 4 digit code on the front of your American Express card.  
 Cardholder Name: John W. Smith       Remember Card Information  
 Address: 123 Elm Street  
 City: Milwaukee  
 State: Wisconsin  
 ZIP Code: 53151

#### Shipping Information (Check if same as Billing Information: )

Name\*: John W. Smith      Phone Number\*: (414) 555-4800  
 Address\*: 123 Elm Street      Fax Number:   
 City\*: Milwaukee  
 State\*: Wisconsin  
 ZIP Code\*/Country\*: 53151 United States

\* Required Field  
 Previous Next

[Home](#) [Profile](#) [Products](#) [Check Out](#)  
 Please send questions or comments to the [Webmaster](#).

The Expiration Date field includes eight years beginning with the current year.



A template named **sc\_step2\_no\_ship.htm** includes billing information fields and can be used if you do not want your .store customers to enter a shipping address that is different from their billing address. This template is used automatically if the Allow .store Ship to Addresses check box is cleared in the e-Business Manager Options window.

The **Country** drop-down list is dynamically filled based on the country codes set up on the Application Server (in Library Master Country Code Maintenance).

If **No** is selected at the **Use Shipping Codes to Calculate Freight** field in the Sales Order Options window, the **Ship Via** field appears as a nonvalidated, free-form entry field. If **Yes** or **Actual** is selected, the **Ship Via** field appears as a drop-down list that is dynamically filled based on the Internet-enabled shipping codes set up in Sales Order Setup menu > Shipping Rate Maintenance.

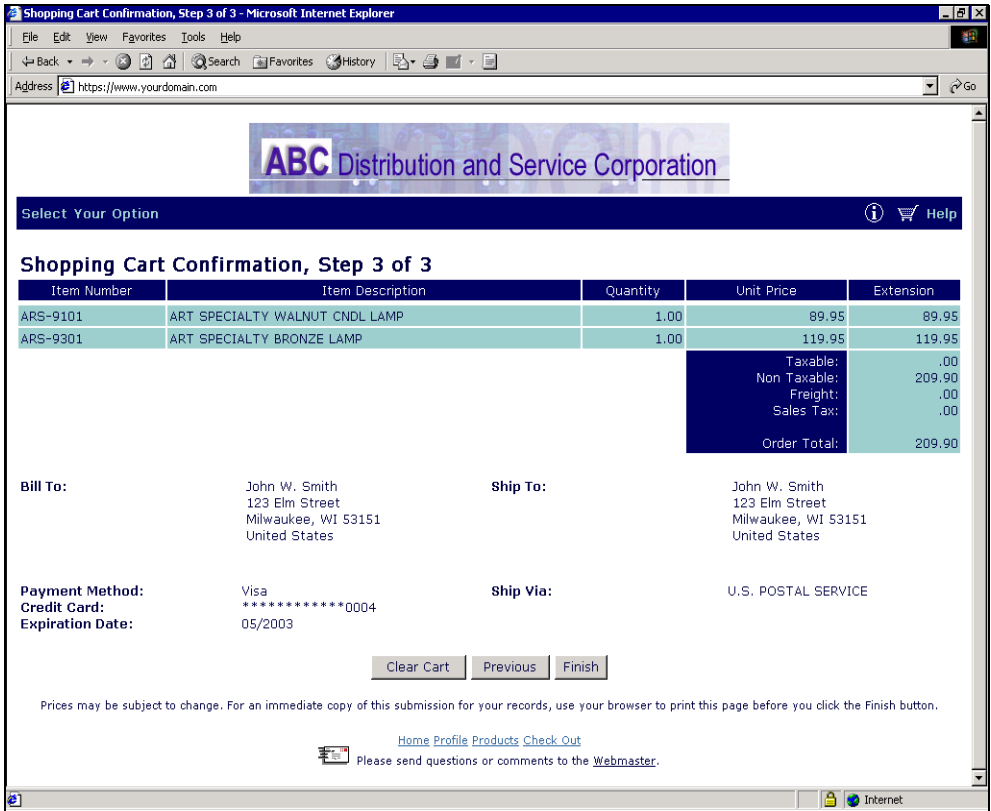
The **Payment Method** drop-down box is dynamically filled based on the Internet-enabled payment types set up Accounts Receivable Payment Type Maintenance. Only payments for which the Allow Corporate Cards check box is cleared are available as a payment method.

The **State** field contains all U.S. states and possession codes/descriptions from the U.S. Postal Service Web site.



## Shopping Cart Confirmation, Step 3 of 3 (.store)

This template (sc\_step3.htm) is provided with the .store applet and can be viewed by .store customers. The following sample displays Main menu style 2 as selected in the Web Template Options window.



**ABC Distribution and Service Corporation**

Select Your Option Help

### Shopping Cart Confirmation, Step 3 of 3

Item Number	Item Description	Quantity	Unit Price	Extension	
ARS-9101	ART SPECIALTY WALNUT CNDL LAMP	1.00	89.95	89.95	
ARS-9301	ART SPECIALTY BRONZE LAMP	1.00	119.95	119.95	
				Taxable:	.00
				Non Taxable:	209.90
				Freight:	.00
				Sales Tax:	.00
				<b>Order Total:</b>	<b>209.90</b>

**Bill To:** John W. Smith  
123 Elm Street  
Milwaukee, WI 53151  
United States


**Ship To:** John W. Smith  
123 Elm Street  
Milwaukee, WI 53151  
United States

**Payment Method:** Visa  
**Credit Card:** \*\*\*\*\*0004  
**Expiration Date:** 05/2003

**Ship Via:** U.S. POSTAL SERVICE

Prices may be subject to change. For an immediate copy of this submission for your records, use your browser to print this page before you click the Finish button.

[Home](#)
[Profile](#)
[Products](#)
[Check Out](#)

 Please send questions or comments to the [Webmaster](#).

If the **Print Tax Code Detail** check box is selected in Sales Tax Schedule Maintenance (accessed from the Library Master Common menu), a **Sales Tax** link is displayed. Clicking this link displays the *Sales Tax Detail* Web page.

## View Shopping Cart (.order)

This template (submit\_so.htm) is provided with the .order applet and can be viewed by .order customers for whom the **Allow Submission of Sales Orders** check box is selected in the User ID Maintenance window.

The screenshot shows the 'View Shopping Cart' page for ABC Distribution and Service Corporation. The cart contains two items:

Item Number	Item Description	Quantity	Unit Price	Extension
APS-9101	ART SPECIALTY WALNUT CNDL LAMP	1	89.95	89.95
APS-9301	ART SPECIALTY BRONZE LAMP	1	119.95	119.95

Summary Table:

Taxable:	.00
Non Taxable:	209.90
Freight:	.00
Sales Tax:	.00
<b>Order Total:</b>	<b>209.90</b>

The page includes a 'Bill To' section with the following details:

- Bill To: American Business Futures, 2131 N. 14th Street, Suite 100, Accounting Department, Milwaukee, WI 53205-1204, United States
- Terms: 01 Net 30 Days
- Customer PO: [Empty field]

The 'Ship To' section includes:

- Ship To: American Business Futures, Racine Warehouse, 5411 Kendrick Place, Racine, WI 53120, United States
- Ship Via: U.S. POSTAL SERVICE
- Desired Ship Date: [Empty field]

Payment information includes:

- Payment Type\*: American Express on file - \*\*\*\*\*9999
- Credit Card Number: \*\*\*\*\*9999
- Expiration Date: 09-September 2003
- Cardholder Name: John A. Smith
- Address: 2131 N. 14th Street
- City: Milwaukee
- State: Wisconsin
- ZIP Code: 53205-1204

Additional options include 'Card Address same as Billing' and 'Remember Card Information'. A 'Next' button is located at the bottom of the form.

The item is linked to the [Item Detail](#) Web page.

Click Ship To to display the [Ship To Address Browse](#) Web page. This drop-down list is dynamically filled, based on the ship-to codes set up for the customer.

If the **Print Tax Code Detail** check box is selected in Sales Tax Schedule Maintenance (accessed from the Library Master Common menu), a **Sales Tax** link is displayed. Clicking this link displays the [Sales Tax Detail](#) Web page.

If **No** is selected at the **Use Shipping Codes to Calculate Freight** field in the Sales Order Options window, the **Ship Via** field appears as a nonvalidated, free-form entry field. If **Yes** or **Actual** is selected, the **Ship Via** field appears as a drop-down list that is dynamically filled based on the Internet-enabled shipping codes set up in Shipping Rate Maintenance (accessed from the Sales Order Setup menu).





## Confirm Shopping Cart Submission (.order)

This template (confirm\_so.htm) is provided with the .order applet and can be viewed by .order customers for whom the **Allow Submission of Sales Orders** check box is selected in the User ID Maintenance window.

The screenshot shows a web browser window titled "Confirm Shopping Cart Submission - Microsoft Internet Explorer". The address bar shows "https://yourdomain.com". The page content includes:

**ABC Distribution and Service Corporation**

Home | User | Customer | Invoices | Open Orders | Order History | Credit Info | Ship-to Info | Shopping | View Cart | Help

### Confirm Shopping Cart Submission

Item Number	Item Description	Quantity	Unit Price	Extension
ARS-9101	ART SPECIALTY WALNUT CNDL LAMP	1	89.95	89.95
ARS-9301	ART SPECIALTY BRONZE LAMP	1	119.95	119.95

Order Total:	209.90
Taxable:	.00
Non Taxable:	209.90
Freight:	.00
Sales Tax:	.00

**Bill To:** American Business Futures  
2131 N. 14th Street  
Suite 100  
Accounting Department  
Milwaukee, WI 53205-1204  
United States

**Ship To:** American Business Futures  
Racine Warehouse  
5411 Kendrick Place  
Racine, WI 53120  
United States

**Terms:** 01 Net 30 Days  
**Payment Method:** American Express  
**Credit Card:** \*\*\*\*\*9999  
**Expiration Date:** 09/2003

**Ship Via:** U.S. POSTAL SERVICE  
**Customer PO:**  
**Desired Ship Date:**

**Comments & Special Instructions:**

Delete Edit Accept

Prices may be subject to change. For an immediate copy of this submission for your records, use your browser to print this page before you click the Accept button.

Home User Customer Invoices Open Orders Shopping View Cart  
Please send questions or comments to the Webmaster.

Click Edit to display the [View Shopping Cart \(.order\)](#) Web page and edit your shopping cart entry.

Click Accept to submit the shopping cart entry.

If the **Print Tax Code Detail** check box is selected in the Sales Tax Schedule Maintenance window (accessed from the Library Master Common menu), a **Sales Tax** link is displayed. Clicking this link displays the [Sales Tax Detail](#) Web page.

## Add Items to Shopping Cart (.order)

This template (additems.htm) is provided with the .order applet and can be viewed by .order customers for whom the **Allow Submission of Sales Orders** check box is selected in the User ID Maintenance window. When user changes are updated, both the user information and customer information is updated.

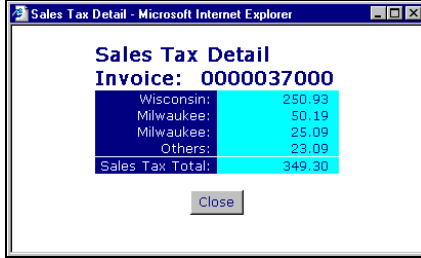
The screenshot shows a web browser window titled "Add Items to Shopping Cart - Microsoft Internet Explorer". The address bar shows "http://www.yourdomain.com". The page content includes a header for "ABC Distribution and Service Corporation" with a navigation menu: Home, User, Customer, Invoices, Open Orders, Order History, Credit Info, Ship-to Info, Shopping, Add Items, View Cart, Help. The main content area is titled "Add Items to Shopping Cart" and contains a table with two columns: "Item Number" and "Quantity". Each column has eight empty input fields. Below the table is the text "Enter item number and quantity to add items to your shopping cart." and an "Add Items" button. At the bottom, there are navigation links: Home, User, Customer, Invoices, Open Orders, Shopping, Add Items, View Cart, and a note: "Please send questions or comments to the Webmaster."

The Add Items menu item is available on the Main menu only if the Display on Main Menu check box is selected for this menu item in Web Menu Maintenance.

To remove rows from the Add Items to Shopping Cart table, change the value of the hidden Rows form object to the total number of rows desired, and then delete the extra rows from the table. To add rows, change the hidden Rows value to the total number of rows desired. Then copy and paste existing rows, and rename each row using the next row number.

## Sales Tax Detail

This template (sales\_tax\_dtl.htm) is provided with the .inquiry, .order, and .store applets and can be viewed by .order and .store customers.



Sales Tax Detail	
Invoice: 0000037000	
Wisconsin:	250.93
Milwaukee:	50.19
Milwaukee:	25.09
Others:	23.09
Sales Tax Total:	349.30

Close



## User Profile (.store)

This template (profile.htm) is provided with the .store applet and can be viewed by .store customers. The following sample displays Main menu style 2 as selected in Web Template Options.

The screenshot shows a web browser window titled "User Profile - Microsoft Internet Explorer". The address bar displays "https://www.yourdomain.com". The page content includes a header for "ABC Distribution and Service Corporation" and a navigation bar with "Select Your Option" and icons for information, shopping cart, and help. The main content area features a "User Profile" form with the following fields:

- Name\*:** John W. Smith
- Address\*:** 123 Elm Street
- City\* / State\*:** Milwaukee WI
- ZIP Code\* / Country\*:** 53151 United States
- Phone Number 1:** (414) 555-4800 Ext: 2310
- Phone Number 2:** Ext:
- Fax Number:** (414) 555-4880
- E-mail Address\*:** jwsmith@abf.com

Below the form is a "Submit" button. A section titled "Enter Your Password" contains two fields: "New Password\*" and "Confirm New Password\*". A note at the bottom of the form states "\* Required Field". To the right of the form, there is a "Sign In" link with the text "Already a customer? Sign In". At the bottom of the page, there are links for "Home Profile Products Check Out" and a footer message: "Please send questions or comments to the Webmaster."

You can customize the Submit button in Web Template Options.

If you are a returning .store customer, click Sign In to enter your user name and password. For more information, see [Log On for .store Customers](#).

The **Country** drop-down list is dynamically filled, based on the country codes set up on the Application Server (in Library Master Country Code Maintenance).

Click Submit to submit changes to user information. A message appears acknowledging the submission.

## Log On for .store Customers

This template (Login\_store.htm) appears if you click the **Already a customer?** link on the *User Profile (.store)* Web page.

The screenshot displays a web browser window titled "Request Password - Microsoft Internet Explorer". The address bar shows "https://www.yourdomain.com". The page content includes a header for "ABC Distribution and Service Corporation" and a navigation bar with "Select Your Option" and icons for information, shopping cart, and help. The main content area features a "Sign In" form with the following elements:

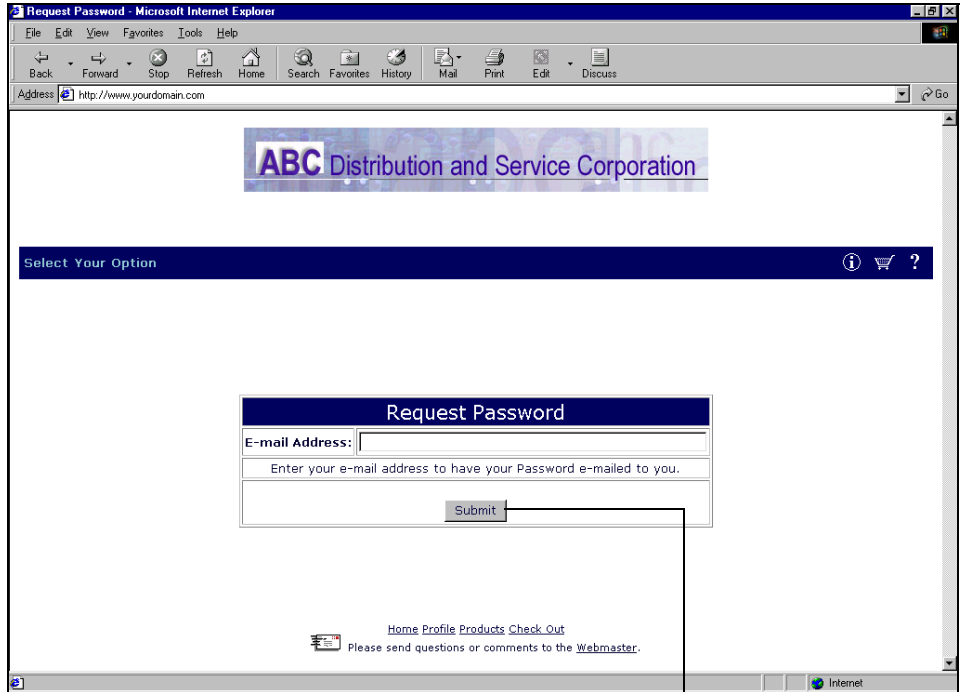
- Sign In** (Section Header)
- E-mail Address:**
- Password:**  [Forgot Your Password?](#)
- Enter your e-mail address and password to sign in.
- 

At the bottom of the page, there are links for [Home](#), [Profile](#), [Products](#), and [Check Out](#), along with a note: "Please send questions or comments to the [Webmaster](#)."



## Request Password (.store)

This template (password.htm) is provided with the .store applet and can only be used by .store customers. The following sample displays Main menu style 2 as selected in Web Template Options.

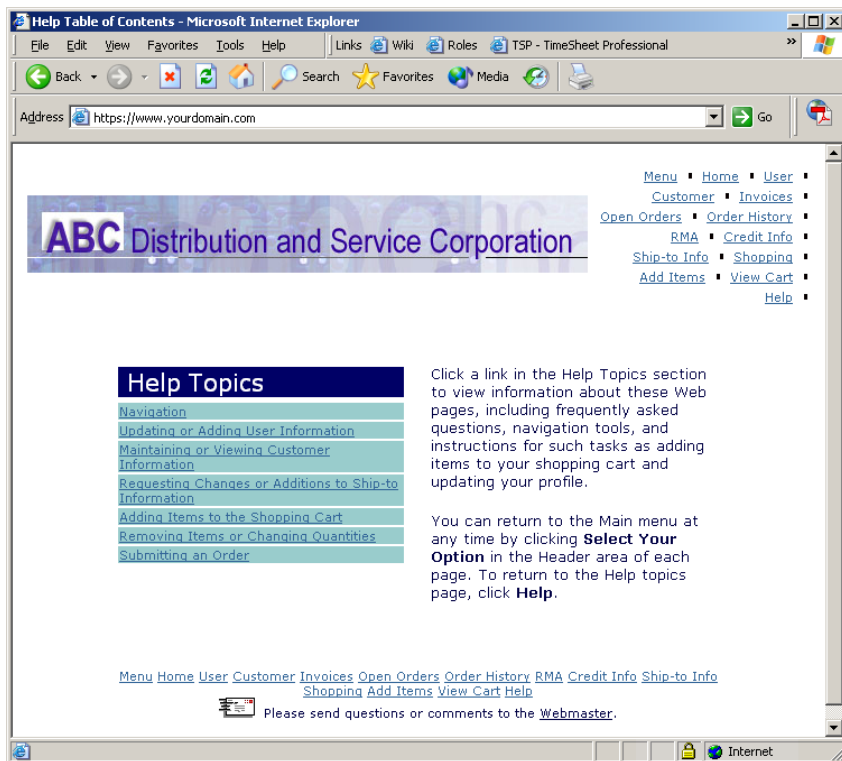


You can customize the Submit button in Web Template Options.

Any .store customer can request that their password be e-mailed.

## Help Table of Contents

This template (Help\_TOC.htm) is provided with the .inquiry, .order, and .store applets and can be viewed by .order and .store customers. The Help Table of Contents template displays the HELP or STORE HELP menu set up in Web Menu Maintenance. When a .order customer views this page, the HELP menu is automatically displayed, and when a .store customer views this page, the STORE HELP menu is automatically displayed. The HELP menu provides links to Help pages for .order customers. The STORE HELP menu provides links to Help pages for .store customers.



Predefined Web Help pages are located in the IW directory on the Web engine and can be customized to fit your needs. The .order Web Help file names begin with HELP\_, and .store Web Help file names begin with STORE\_HELP\_. For more information, see Add or Modify Help pages in the Help system.