

Preliminary Content Outline: Sample

Overview

Installation and Start-up

Needs Analysis

Product Searching

Quoting

Contact Management

Pricing Profiles

EC Quote

Order Process

Feedback

Intermediate Content Outline: Sample

Overview

Installation and Start-up

Section Overview

System Requirements

Installing the Software and Logging In

Choosing the Pricing You See

Needs Analysis

Section Overview

Configuring a Desktop Solution

Configuring a Laptop Solution

OEM Solutions

Multi-Distributor Solutions

Product Searching

Section Overview

Catalog Searching (Authorization)

Attribute Searching

Multi-Distributor Searching

Quoting

Section Overview

Basic Quote Functions

Advanced Features

Contact Management

Section Overview

Adding New Clients

Managing Your Customer Database

Intermediate Content Outline: Sample

Pricing Profiles

Section Overview

Creating a New Profile

Managing Your Pricing Profiles

EC Quote

Section Overview

Basic Functions

Advanced Features

Order Process

Section Overview (Detail between placing an order and a MA order)

Placing an E-mail Order

Placing a MicroAge Order

ECorder Status

ECinvoice Inquiry

ECtracking (In-transit Tracking Status)

Feedback

Section Overview

How to Provide Feedback

Final Content Outline: Sample

Overview

Installation and Start-up

Section Overview

System Requirements

- Hardware Requirements

- Connectivity Requirements

Installing the Software

Logging In

- Single Distributor

- Multi-Distributor

Choosing the Pricing You See

Needs Analysis

Section Overview

Configuring a Desktop Solution

- Configuring One System

 - Choosing your System Options

 - Navigating through System Alternatives

 - Seeing Your Detailed Solution

 - Right Click Options

 - Availability Notification*

 - Product Data Sheet*

 - Real Time Availability by Warehouse*

- Configuring Multiple Systems

- Alternatives and Replacements

Configuring a Laptop Solution

OEM Solutions

- Choosing your Individual Components

- Selecting Assembled or Not Assembled Options

Final Content Outline: Sample

Alternatives and Replacements

Multi-Distributor Needs Analysis

Multi-Distributor System Alternatives

Multi-Distributor System Detail

Product Searching

Section Overview

Catalog Searching (Authorization)

Searching by Part Number

Searching by Class/Category

Advanced Searching

Attribute Searching

Search Types

Attributes of the Component

Adding your Components to a Quote

Multi-Distributor Searching

Quoting

Section Overview

Basic Quote Functions

Creating a New Quote and Adding Components

Adding Systems from a Needs Analysis Search

Adding Components from a Catalog Search

Adding a Component using the Distributor Part Number

Features of the Quote Screen

Changing your Components Sell Price and Mark-up

Saving your Quote

Opening an Existing Quote

Refreshing your Quote

Advanced Features

Adding third Party SKU's

Adding Gross Profit, Tax, and Freight

Editing the Quote Header

Final Content Outline: Sample

Exporting a Quote

Importing a Quote

Contact Management

Section Overview

Adding New Clients

Creating your General Customer Information

Adding Billing Addresses

Adding Shipping Addresses

Managing Your Customer Database

Searching your Customer Database

Editing and Deleting Customer Information

Pricing Profiles

Section Overview

Creating a New Profile

Choosing the Properties of your Profile

Adding Adjustments

Managing Your Pricing Profiles

Deleting a Pricing Profile

Deleting Adjustments

Assigning a Profile to a Quote

EC Quote

Section Overview

Basic Functions

Exporting a Quote from ECadvantage to ECquote

Features of the ECquote Screen

Customizing your ECquote Layout

Advanced Features

Creating and Using Views

Advanced Layout Options

Order Process

Section Overview

Placing an E-mail Order

General Order Information

Routing your Order

Placing a MicroAge Order

General Order Information

MicroAge Order Information

Placing an Order on Hold

ECorder Status

Searching Options

Search Results Screen

Detailed Order Information

Line Item Detail

ECinvoice Inquiry

Searching Options

Search Results Screen

Detailed Invoice Information

Line Item Detail

ECtracking (In-transit Tracking Status)

Getting your In-transit Status in ECinvoice

Using ECtracking from the Order Menu