Manual instruction for operating the ELMARK E-BUSINESS PLATFORM

INTRODUCTION

The manual instruction for operating the ELMARK E-Business Platform includes a description of the main menus and functionality. The manual instruction is structured according to the ordering of the menus.

ELMARK E-BUSINESS Platform is a mobile application, aimed to assure an access to the business platform of ELMARK INDUSTRIES SC.

 The application offers the functions as follow:

- An easy and brief way for check of the quantities of products on stock

- Barcode scanning and check of the card of the product

- An easy check and correction of the products chosen in the basket.

- Making and placing the order

- An access to the actual catalogues and a possibility to place an order by the PDF file

Version: 1.0.3

A link for downloading: https://play.google.com/store/apps/details?id=eu.elmarkgroup
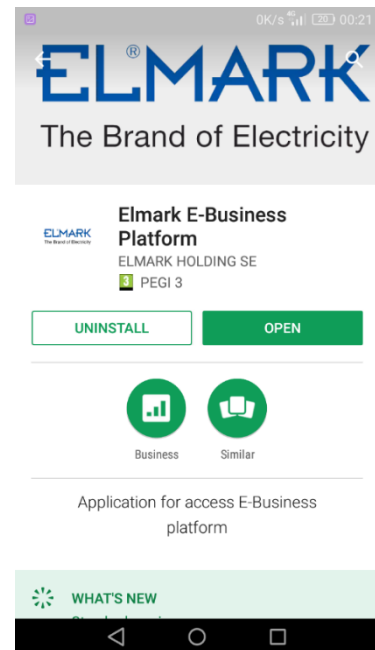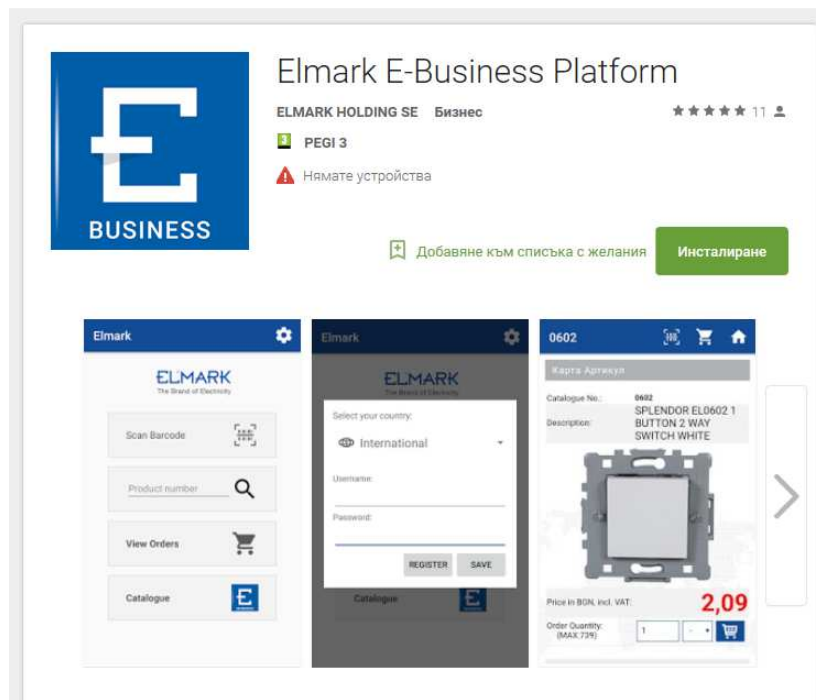
Menu basic screen
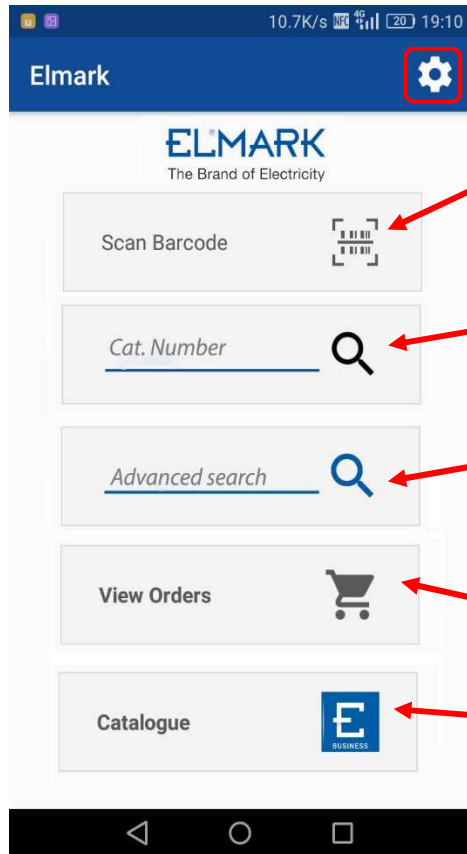
1. Screen settings – it is used for basic setting of the application (user, password, region)

2. Barcode reader – the option for scanning the barcode through the camera of the smart mobile phone

3. Looking up by catalogue number

4. Looking up by name, free text typing or technical parameter: for example 2x18 W or IP65

5. Check of the order

6. Actual catalogues with an ability for their downloading and looking up later. Once you download them, it won`t require to check them again by internet

1. Screen settings

1.1 Choose the country

1.2 Fill in the user name

1.3 Fill in the password

1.4 Remember the settings

1.5 How to register- for registering of new users, the application will forward you towards our site - www.elmarkholding.eu where the form for registration is being filled.

2. BARCODE SCANNER

The option gives you an opportunity to scan directly through the mobile device the barcode of a concrete product. When reading the barcode, the application gives you a quick access to the card of the product.

CARD OF THE PRODUCT

2.1 A quick access to all basic functions from the main menu.

2.2 An ability for check of the placed order

2.3 A technical description and a catalogue number of the product

2.4 Choice of the quantity and its adding in the current order

When listing the card of the product downwards an info for the quantities on stock or /and the terms of delivery is visualized. If you keep on listing downwards you will find out a list with linked products which will ease you in your choice of the most preferable color or design.

COMMON QUANTITIES ON STOCK

This is the common quantity on stock which can be ordered

CURRENT STOCK

This is the quantity of the product on stock in the trade office. This quantity can be received immediately on stock

QUANTITY ON STOCK AND TERM OF DELIVERY

This is the difference between the common quantity which can be ordered minus the quantity on stock in the trade office. The terms of delivery and the trade office where it can be shipped from is pointed

LINKED PRODUCTS

Listing downwards all the linked products are shown.

Choosing an article, its product card will be shown. Listing down all its quantities on stock will be shown.

3. Looking up by catalogue number

By choice of the catalogue number from the main menu, the field becomes active and the catalogue number of the concrete product can be inserted. After confirmation of the inserted catalogue number, the application leads you directly to the card of the product.

4. Looking up by a catalogue number or other criteria

By choosing the Advanced Search from the main menu, the field becomes active and you can place the description of a concrete article, category or technical indicator. The example shown in the chart below is for an inserted name for decorative lighting Joy series, search for 2x18W and search for IP65.

Search for JOY

Search for IP65

Search for 2x18
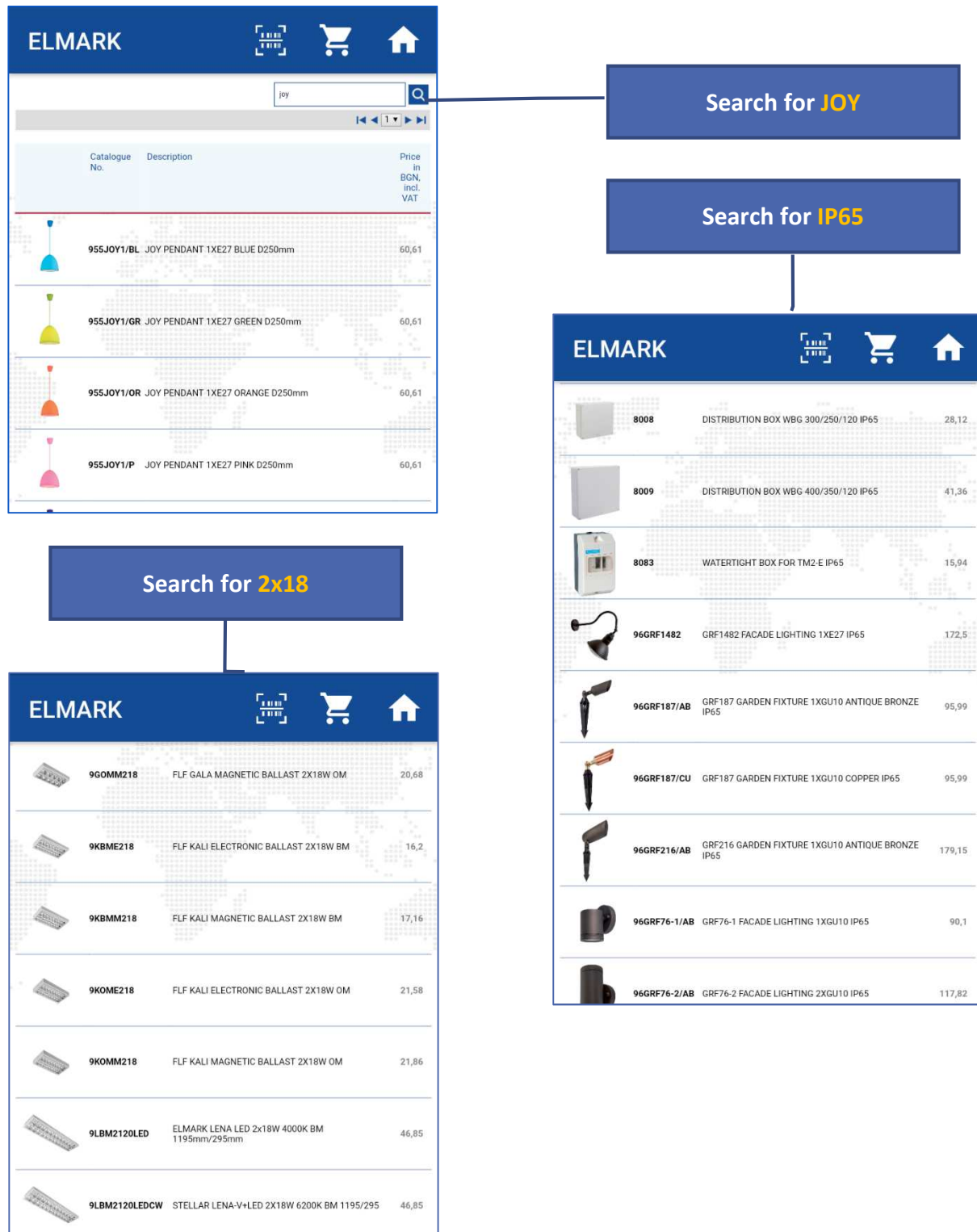
5. Basket

Orders

Order No.: WSFSO022275
Order Line Count: 4
Order Date: 11/4/2017
Amount for payment: 388.40 BGN

Catalogue No.	Description	Availability	Quantity^1*	Base Unit Price	Line Amount	
0606	SPLENDOR EL0606 1 BUTTON 1 WAY SWITCH WHITE WITH	2002	6	1.56	9.36	✗
0601	SPLENDOR EL0601 1 BUTTON 1 WAY SWITCH WHITE	579	2	1.74	3.48	✗
92DL64027	RDL60COB 40W 230V 2700K 60° WHITE	72	1	81.73	81.73	✗
23114	CONTACTOR LT1-F115A 24V 1NO	Not Avail.	1	293.83	293.83	✗

Send^3 Delete

Total information for the order including the individual number of the order, number of rows, date and total amount of the order generated by this moment.

Window for correction of the quantity chosen.

**An ability for refusing some of the rows of the order**

**Refuse of the whole order**

Sending the order for execution

6. Catalogues

When choosing the Catalogues from the main menu you can see the actual catalogues by this moment: ELMARK Lighting and ELMARK Electrical. For a quicker access to the products group which you are interested in, the catalogues are divided in products categories.
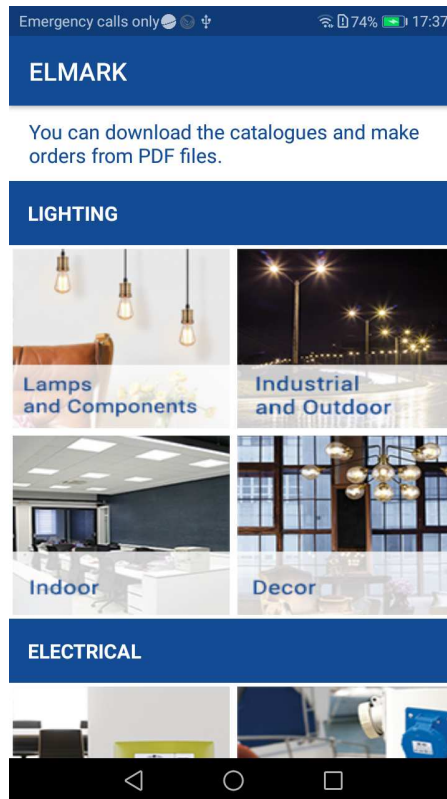
Each one of the products categories can be downloaded on a mobile device as this is done once at a time. Each next loading of the category, the application connects to the file downloaded and loads it immeadiately.
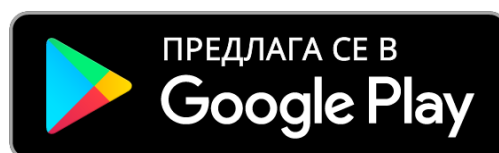
Each one of the PDF files linked you can place an order. On each of the pages loaded there is a basket placed. Its function is to ease you when placing an order for some of the articles.
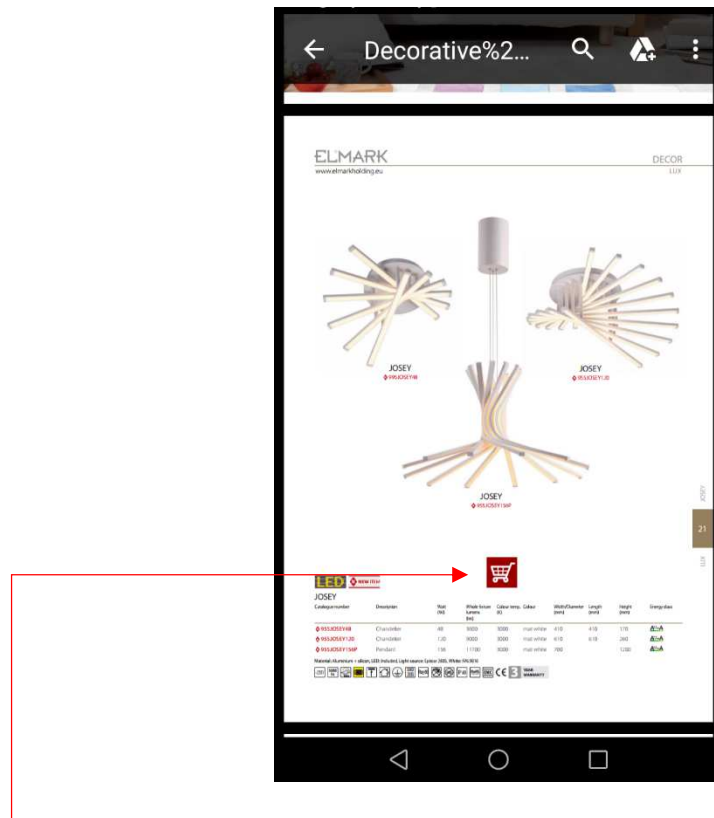
When you push the basket the card of the first product of the chart is being visualized. All other products are pointed as linked products.

Working with the PDF link leads you to the electronic platform of ELMARK through an internet browser. The mobile application of Elmark does not work out these links. User name and password will be requested to be entered again

https://play.google.com/store/apps/details?id=eu.elmarkgroup