

Vroozi Purchase Express

Vroozi Express provides casual users the ability to create requests without having the need to access ERP platforms and systems while allowing "buy on behalf" scenarios.

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User Configuration

VROOZI EXPRESS ROLES

<u>Employee:</u> Based on the user's configured content view, a Shopper Express employee creates shopping lists within Vroozi Purchase.

<u>Power Shopper:</u> Completes Shopping lists by converting to carts.

CREATE AN EMPLOYEE (EXPRESS SHOPPER)

There are 2 ways to set up an Express Shopper account; Creating the user manually through Vroozi Purchase or sending a self registration link.

User Creation through Vroozi Purchase

- 1. Using your Vroozi Purchase login access User set up within Master Data
- 2. Once logged in, expand the 'Master Data' category and select 'Users'
- 3. Select 'Create a new user' and complete all Basic user information.
- **4.** Below user information expand the Vroozi Purchase Express category to reveal 'Shopper Express' and check the box next to it. (shown next page)

Note: If your buying organization currently is not using any other aspects of Vroozi Purchase, this panel should ONLY be used for creation of Express Shoppers.

5. *All details remaining on the user creation page are optional.

First Name * Last Name * Phone Number Rita Jones III (310) 857-3443 Email * Username * Single Sign-On ID © rita jones@iclient.com III © # Use Email as Username?	Basic Information		
Email * Username * Single Sign-On ID ① fits jones@client.com fits jones@client.com % Use Email as Username?	First Name *	Last Name *	Phone Number
rita jones@client.com rita jones@client.com Ø Use Email as Username?	Rita	Jones	(310) 887-3443
8 Use Email as Username?	Email *	Username *	Single Sign-On ID 💿
	rita.jones@client.com	rita.jones@client.com	
	Use Email as Username?		
	Role (select at least one)	Vroozi Purchase Express	< Vmozi Invoice





While entering the appropriate 'Content Mapping Group' is optional, it is a best practice for routing conversion of lists to specific people.

- 6. Once all required fields are complete, click the blue 'Save User' button.
- **7.** The user will then receive a Registration email asking them to create a password.

Click to select value	Click to select value
P Element	
53 Element	Plant
	Click to select value

Self Registration

As configured with the Vroozi Integration team, Administrators can be provided with a self registration link. This link can be shared with individuals who will be acting as Express Shoppers.

- 1. The user receives the registration link via email, completes all fields and selects to 'Sign Up.'
- 2. This triggers the Registration Notification email. Open and select to 'Activate Account.' Further details on this email can be found in the *Getting Started with Vroozi Purchase Guide*.

Select Department *	
First Name *	
Edgar	
Last Name *	
Figaro	
Email Address *	
owl@vroozi.com	
SIGN UP	

CREATE A POWER SHOPPER

Power Shopper user records may be created in Vroozi Purchase *ahead of* the Power Shopper accessing smartOCI via their external system. If a Power Shopper accesses smartOCI *before this record has been created* in Vroozi Purchase, Administrators will again receive email notification that a new user has registered and be asked to complete any missing data in that user's record.

The following outlines the process of creating a new Power Shopper record for a shopper that has not yet accessed the Vroozi Platform.

- 1. Select the 'Create a New User' button.
- 2. Complete the required 'Basic Information"



3. Select *Employee* and check the *Power Shopper* permission box.

Creation of a Power Shopper will not trigger an email notification to the Power Shopper since he/she will never access *Vroozi Purchase*.

Update a Power Shopper Record

Any updates to an existing Power Shopper record will trigger a different destination.

Selecting 'Send Confirmation' will save the updates and send the updated information to your external system.

Shipping Address	Currency	Company Code
Corporate HQ	USD	287 - Northrop Grumman Aviation
Corporate HQ	Cost Center	Plant
1234 Main Street Building: HQ Falls Church, VA 22042 US	Click to select value	99757 - Enterprise Shared Services
🔽 bugs@ngc.com		
\$ +1 (703) 222-5555		× ¥

See <u>User Roles Directory</u> for further details on role permissions.

Power Shopper Mapping Rules Management

Improvements have been introduced to both the access and configuration of Power Shopper Rules.



Vroozi Catalog Master Administrators upon

navigating to *smartOCI->Data Mapping->Power Shoppers* will find a link directing them to the *Vroozi Purchase* Administrative Panel.

Once the hyperlinked 'click here' is selected (shown above), users will be routed to the Power Shopper Mapping screen in *Vroozi Purchase*. Power Shopper configurations can also be accessed directly within *Vroozi Purchase* by accessing *Company->Power Shoppers->Power Shopper Mapping*.



Administrator	~	VROZI°						
📜 Shopper View		Power Shopper	Mapping					
Dashboard		Mapping Rules						
Company	^							
Profile								
Settings								
Support Options		Name	Power Shoppers	Content Groups	Created Date	Status	Action	
Messages		 Office Supplies 	Farah Khan	Corporate (EC)		Active	Ŵ	
Workflow		 Building materials 	ameer.shopper PShopper	magnus		Active	ŵ	
Connectors			2					
		1-2 of 2						
API Integration	~	🗸 Activate 🗶 D	eactivate Add Mapping Rule					
🍧 Master Data	~							

Power Shopper Rules can be defined by the following:

- Line Item Type (Product, Service, Blanket, Invoice Plan) Multiple types can be selected per rule.
- The Content Group associated to the Shopper Express user, or the Employee
- The **Company Code** associated to the Shopper Express user, or the Requisition Line Item

Name *		
Office Supplies		
Line Item Types		
Product	O Service	
Blanket	O Invoice Plan	
Content Group Mapping		
Corporate (EC) ×		
Categories		
01000103 - Hardware Deskte	op/Printer ×	
Suppliers		
89808770 - Office Depot ×	247T001 - Office Supply Inc ×	
Company Code		
TK100 - Company code		
Cost Center		
CC100 - Cost Cneter ×		
Plant		
PL100 - Plant Code ×		

• The **Cost Center** associated to the Shopper Express user, or the Requisition Line Item

• The **Plant Code** associated to the Shopper Express user, or the Requisition Line Item

- The associated **Category(s)** code
- The **Supplier(s)** associated to the line item
- The total line item Amount
- The **Currency** associated to the line item
- The **Power Shopper**
 - A single Power Shopper can be associated with multiple mapping rules.

Power Shopper Mapping on Shopping Cart

In addition to enabling *Shopper Express* users to share their cart with a Power Shopper, rules can be used to allow Employees to submit their Requisition to an external system and assign to a Power Shopper in that system. For a *Shopper Express* Shopper, when they're sharing their shopping cart with a Power Shopper,



the list of Power Shoppers they can pick from is going to be based on which mapping rules are applicable to their current cart.

The rules are evaluated against every single line item in their cart as well *and* against the default preferences of the Shopper Express user creating the cart. The Vroozi system will compare the Content Group, Company Code, Cost Center, and Plant code criterion from the rules to the Shopper Express user creating the cart. Based on which rules are applicable to the cart, the system allows the Shopper Express user to select a Power Shopper to share the cart with.

EMPLOYEE (SHOPPER)

SHOPPER EXPERIENCE

- Displays the most recently reviewed catalog items.
- 2. Displays a Shopper's <u>5</u> most recent carts. Each row displays one cart

✓ VR [∞] Zi [*]	Categories - Q Catalog Search				→ 🖺 Lists 🕞 (0)
~ 5	1 Recently	Viewed	2	Recently Shared Ca	arts 🔏
-	Verbatim® Store 'N' Go V 3 USB 3.0 Drive, 8GB, Bla ck/ \$6.00 USD	HUSKY 16 oz. Fiberglass Claw Hammer \$9.97 USD	600000186	\$137.36 USD View more	Pending
		4 Catalog	Compliance		
* 🛤	XLC 🕺 🎊	Office DEPOT Office Max	* spark*		
1	т п	m C*	щ		
1600 PE	SUPPLIES amazonb	usiness APPLIED MATERIALS.	MARKETING		REFRIGERATION INC. 11/2
	n C	m	m	m	m

detailing the cart number, the amount and status. Click 'view more' to view the repository of all carts submitted.

- 3. View saved lists and/or create a 'new list.'
- 4. View catalogs and begin adding them to a list.
 - Click the star in the top left corner of each supplier card to pin it to the top of your Catalog list.
- 5. View the entire repository of shared lists. Use the search bar to search for a specific list. Search by number, supplier or keyword.

Ē	Shared Lists					
			Search by Shared List Id			
	Shared List ID:	LIST NAME	Date Created	SUPPLIER	AMOUNT 🗘	STATUS
	600000186	nichole.whitaker+ShopperExpress@vroozi.com 03/11/2019	Mar 11, 2019	Amazon Business	\$137.36	Pending





BUILD A LIST

Employees can build a shopping list from pre-configured products and services or forms from contracted and approved suppliers. The products are organized and defined by the catalogs displayed on the shopper's homepage. Once a catalogis selected users can begin viewing and adding items to their list.

Select a catalog card to open and view a specific catalog.



From the catalog view, employees can do the following:

- 1. Click an item name to view product specifications
- 2. Refine the search criteria
- 3. Add the item to their cart
- 4. Add the item to a new or existing list template.

Once you have added items to your list, click the Cart icon in the top corner of your screen to display your cart items. Here you can update quantity and delete items from your list.

SEND LISTS TO POWER SHOPPERS

Once the list is ready for review, you are just a few clicks away from sending to a specified Power Shopper.

- 1. Complete all required details and update line items if needed.
- **2.** Select 'Submit'.
- **3.** After clicking
 - 'Submit' and the Requisition is <u>finalized</u>, Shoppers are prompted to select from the

Request Name *	Shipping Address *		Supplier			Approval Ce	exe.		
Prank Island 1000001817	Wread Headquarters	8				0/61-02	pentions		
Requester * Frank takend	Attention, NGA Woodi Headgaartman Woodi Headgaartman Wolf, CA 0001-0100 Wolf, CA 0001-0000 Wolf, CA 0000 Wolf, CA 0001-0000 Wolf, CA 0000 Wolf, CA 00000 Wolf, CA 0000 Wolf, CA 0000 Wolf, CA 0000 Wolf, CA		Rasson for Request						
C + Description	No response and an	Supplier Office Supply Inc	Part No. 2009003	Category 48100000	Del Data 07/19/2020	Qty 1	UeM EA	Unit Price	Tetel 🕘 🖌
Add Lize fram Add Hitseboweth Assiy the Ad								Subtrated (USS) Shipping Charges (USS) Task (USS) Task (USS)	85
Appraval/Rejection Notes			Supplier Notes						
Write a cole			Roly a conc.			1			



applicable list of Power Shoppers.

lease sel	ect a Power Shopper		×
Powe	r Shoppers *		
Pov	ver Shoppers		
	ichole Whitaker aufil PowerShopper	-	
	Cancel	Submit Request	

Once a list has been Sent to a Power Shopper it remains in Pending status until either of the following:

- **Pending** = The list has **not** yet been added to a cart
- Approved: List has been added to the Power Shopper's cart
- **Rejected:** List has been deleted by the Power Shopper

SAVE A LIST

Lists for products frequently requested together can be prepared and saved to use as often as needed. You may create as many lists as you like.

Click the star next to any item to add that item to the default 'Favorites' list or create a 'new list'.

0 20 15	New Alienware 13	Gaming Laptop
	SAVE TO LIST	9 77e400db82cb8f281
	new list Favorites	PLE PART NUMBERS erformance garning anywhere, the Alienware 13 combines an incredibly mobile design with
		errormance gaming anywhere, the Allenware 13 combines an increalibity mobile design with experience when plugged into the optional Graphics Amplifier.

If 'new list' is selected, you can

customize the list name and/or add the list item to your cart.

Lists - Favorites - My List	My List Cit List Name		
Create list	Delete list Select all		
			SUPPLIER SUBTOTAL \$899.00 USD
	0 0 1	Nor Alexander 13 Gaming Lange Engeler for Name 2012 Mandatama Waster MULTEL PART MANDERS Engineers (for high-performance gaming anywhere, the Alexandre 13 combines an incredibly mobile d	\$899.00 USD x 1 = \$899.00 USD × *This item has a minimum order quantity of 1
		Hard Drive :	55558 Memory : 808 M CPU Speed : Dual
			Total Items: 1 Subtotal: \$899.00 USD
	Delete selected Items		Move Items to Cart
		-	



Power Shopper

NOTIFICATIONS

Power Shoppers will receive email notification when a new list is shared with them by an Express Shopper. The subject line of the email will include the list's unique document number.

Access Shared Lists

Upon connecting to Vroozi Catalog, Power Shoppers may access the lists shared with them via 2 locations on their homepage.

Frank Island has	shared shop	oping cart #600	000006	67 with you.	
Created Date 04/15/2020	Requester Frank Island List Name nichole whitaker+shopper2@vroozi.com 04/15/2020				
List ID 600000067					
Number of items		Notes			
Items				Showing 1 of	
DESCRIPTION	SUPPLIER	PART NO	QTY	UNIT PRICE	
La-Z-Boy Bradley Leather	STAPLES	1677790	6	\$299.99	
		TOTAL		\$1,799.9	

- **'Information' bar** Located in the center of the login page this will indicate the number of lists shared.
- Lists' icon Located next to the shopping cart icon, the number of shared lists awaiting review will also populate.

	o buy?	•		Hi, nichole.whi 🔤 👻 🕌
				Help Not in a Catalo
WELCOME	, pending action		Saved:	EARCHES
			Recent: e laptop e chairs	Saved Search 🗘 🝵 🔍
Marketplace				
			*	*
SUPPLIERS	* GraybaR.	* 1-800-flowersicom	★ Office DEPOT	* STAPLES Main May Port
Suppliers				
SUPPLIERS	GraybaR	1-800-flowersicom	Office DEPOT	STAPLES Maile Mere Happer STAPLES

Once selected, you can view the repository of lists. Click the arrow to the right of each list to view specific item details. (shown next page)





Note: Lists items cannot be edited from this page but can be edited once added to a cart.

SEARCH & FILTER

Use the 'Filter Lists By' options to search for lists by specific employee, date, line item quantity or amount.

CONTINUE SHOPPING	Shared List	s(29)			Sort by Date	newest - oldest)	10
					(nower many .	
FAVORITES	Q Search b	y List Id, List Name	or Product Description				
SHARED LISTS ARCHIVE						-	-
	nichole.wh	itaker+shopper2@	@vroozi.com 04/15/2	020		add to cart	
RESET FILTERS	LIST# 6000000067	REQUESTER Frank Island	DATE CREATED 04/16/2020	LINE ITEMS	AMOUNT \$1,799,94USD	S REJECT	
FILTER LISTS BY:		T TUTK TOTOL	04/10/2023		¥1,100.0.000		
	nichole.wh	itaker+shopper2@	@vroozi.com 04/15/2	020		ADD TO CART	
REQUESTERS	LIST#	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT		
	600000066	Frank Island	04/16/2020	1	\$379.99USD	REJECT	
ost recent requesters					4010101111		
Frank Island	nichole.wh	itaker+shopper@	vroozi.com 04/15/20	20		ADD TO CART	
Nichole Whitaker						ADD TO CART	
	LIST#	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT	S REJECT	
DATE CREATED:	600000065	Nichole Whitaker	04/16/2020	1	\$1,604.00USD		
Idest (04/07/2020)						-	
atest (04/16/2020)	nichole.wh	itaker+shopper@	vroozi.com 04/15/20	20		ADD TO CART	
rom:	LIST#	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT	@ REJECT	
0:	600000064	Nichole Whitaker	04/16/2020	1	\$74.99USD	W REJECT	
-						-	
LINE ITEMS:	nicnole.wn	itaker+shopper2@	@vroozi.com 04/14/2	020		ADD TO CART	
lin (1) Max (3)	LIST#	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT	O REJECT	
Between and	600000063	Frank Island	04/15/2020	2	\$251.94USD	W REPEOT	
AMOUNT:	nichole.wh	itaker+shopper@	vroozi.com 04/11/20	20		ADD TO CART	
lin (53.88) Max (1,799.94)						E ADD TO GALL	
rom:	LIST# 600000062	REQUESTER Nichole Whitaker	DATE CREATED 04/11/2020	LINE ITEMS	AMOUNT \$1,499,95USD	😵 REJECT	
			011112020		41,100.00000		
b:	nichole.wh	itaker+shopper@	vroozi.com 04/10/20	20		add to cart	
	LIST#	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT		1
	600000061	Nichole Whitaker	04/10/2020	1	\$458.98USD	S REJECT	

CONVERT LIST TO CART

Power Shoppers wishing to convert a list to cart may do so by selecting 'Add to Cart'.



CONTINUE SHOPPING	Shared List	s(3)			Sort by Date	(newest - oldest) \$	10
FAVORITES	Q Search by	y List Id, List Name	or Product Description				
SHARED LISTS ARCHIVE	nichole.wh	itaker+shopper2(@vroozi.com 04/15/2	020	-	ADD TO CART	
RESET FILTERS	LIST# 6000000067	REQUESTER Frank Island	DATE CREATED 04/16/2020	LINE ITEMS	AMOUNT \$1,799.94USD	8 REJECT	× •
FILTER LISTS BY:							
A REQUESTERS	nichole.wh	itaker+shopper2(@vroozi.com 04/15/2	020		add to cart	
	LIST# 6000000066	REQUESTER Frank Island	DATE CREATED 04/16/2020	LINE ITEMS	\$379.99USD	O REJECT] [
Most recent requesters							
Z Frank Island	nichole.wh	itaker+shopper2(@vroozi.com 04/14/2	020		ADD TO CART	
Nichole Whitaker	LIST	REQUESTER	DATE CREATED	LINE ITEMS	AMOUNT	S REJECT	
A DATE CREATED:	LIST# 600000063	REQUESTER Frank Island	DATE CREATED	LINE ITEMS	AMOUNT \$251.94USD	Ø REJECT	

You can add as many lists as you choose to a cart before selecting to "Checkout Now'. Example below shows I list already in the cart with another to be added.

What do	you need to buy?		<u>र</u> २		Hi, nichole.whi Account Cart Help Not in a	List:
Shared List	s(2)			Sort by Date	(newest - oldest)	10 🛊
Q Search b	y List Id, List Name	or Product Description				
nichole.wh	itaker+shopper2(@vroozi.com 04/15/2	020		add to cart	
LIST# 6000000066	REQUESTER Frank Island	DATE CREATED 04/16/2020	LINE ITEMS 1	AMOUNT \$379.99USD	REJECT	
nichole.wh	itaker+shopper2(@vroozi.com 04/14/2	020		ADD TO CART	
	REQUESTER	DATE CREATED 04/15/2020	LINE ITEMS	AMOUNT \$251.94USD	& REJECT	

Note: The quantity displayed on the cart icon indicates the total number of line items across all carts. The example below shows a cart with 4 total line items created from 3 lists.



Once a list(s) has been converted to a cart, you may edit the list items and quantities (shown next page) before sending that cart to your external system. However, you may not add items to the list. If wishing to do this, you should either reject the cart and advise the user to add the appropriate items or create a new cart yourself and confirm this in the cart rejection note back to the Shopper Express employee.



4 ITEMS IN YO	UR CART				
SUPPLIER	ITEM	DESCRIPTION	PRICE	QUANTITY	UBTOTAL
Office Supply Inc	4	Inspiron 11 3000 Series 2-In-1 Supplier Part Number: 2485229 Two essential devices. One perfect package. With the performance of a laptop and versatility of a more	\$379.99 USI		\$379.99 USD
STAPLES	*	La-Z-Boy Bradley Leather Executive Office Chair Supplier Part Number: 1677790 This La-Z-Boy Bradley executive chair looks great and adds comfort to your office Boost the style more	\$299.95 US	6	\$1,799.94 USD
STAPLES	ä.	Keurig K425 Coffee Maker Supplier Part Number: 1990388 A premium coffee maker featuring revolutionary Keurig 2.0 Brewing Technology The Keurig K475 Coffe more	\$139.99 US		\$139.99 USD

Multiple lists can be added to one cart. At which point, they will be grouped by supplier and not by individual list. The Shopper Express user is NOT notified of any of the described changes at this stage.

Checkout Cart: Select 'Checkout Now' to send the cart to your SRM or ERP. (shown below)

4 ITEMS IN YOU	IR CART				
SUPPLIER	ITEM	DESCRIPTION	PRICE	QUANTITY	SUBTOTAL
		Inspiron 11 3000 Series 2-in-1			
Office Supply Inc	4	Supplier Part Number: 2485229 Two essential devices. One perfect package. With the performance of a laptop and versatility of a more	\$379.99 USE		\$379.99 USD
	_	La-Z-Boy Bradley Leather Executive Office Chair			
STAPLES	*	Supplier Part Number: 1677790 This La-Z-Boy Bradley executive chair looks great and adds comfort to your office Boost the style more	\$299.99 USD		\$1,799.94 USD
		Keurig K425 Coffee Maker			
STAPLES	1 90	Supplier Part Number: 1990388 A premium coffee maker featuring revolutionary Keurig 2.0 Brewing Technology The Keurig K475 Coffe more	\$139.99 USC		\$139.99 USD
otal Items 1-4 of 4	e.				Page 1 of 1
3 REMOVE	CLEAR (CART		ORDER S	UMMARY
			Iter	m Subtotal:	\$2,431.87 USD
				CHECKO	,431.87 USD
	220	e Selected items to: Favorites	T Mon	ve item(s)	

SHARED LIST REJECTION WORKFLOW

Power Shoppers are able to return a shared list back to the Shopper Express *user* when rejecting it.

Rejection selection on the Shared List view:



What do	you need	to buy?		• C	٤	Hi, nichole.whi	Cart List
						Help	Not in a Catalo
Shared List	s(1)				Sort by Dat	e (newest - oldest)	¢ 10 ¢
Q Search b	y List Id,	List Name	or Product Description				
nichole.wh	itaker+	shopper@	vroozi.com 03/25/20	20		ADD TO	CART
LIST# 6000000011		ESTER Whitaker	DATE CREATED 03/25/2020	LINE ITEMS 2	AMOUNT \$687.90USD	S REJECT	
SUPPLIER	ITEM	DESCRIPT	ION	PRICE	QUANTITY	SUBTOTAL	
GRAINGER	6	Supplier P Circulator F Phase, Volt Flanged, H 230 F. Max	8 Pump, Circulator, 1/25h art Number: 2P310 Pump, Closed Loop, 1/25 H tage 115, 0.74 Amps, Iniet/ ousing Material Cast Iron, N . Working Pressure 145 PS 90 RPM, Auto Thermai Pro	USD P, 1 Dutlet Max. Temp. 1. Shut-Off	5 3	\$447.45 URD	
GRAINGER		Supplier P Enclosed Ir DPST, Norr Volts, Maxin Minimum T Trippers Ins Contact Po	TC Timer, 24 Hour, Dpat art Number: 2E+22 door 24 Hour Timer, Conta maily Open, Timer input Vol mum Time Setting 23 Hours ime Setting 1 Hours, Numb cluded 2, Maximum On/Off wer Rating @ 240VAC 5 HI ng @ 120VAC 2 HP, Voltag	Itage 120 s, er of Cycles 12, P. Contact	3	\$240.45 USD	

When rejecting a list, they may also provide notes with details about why the list has been rejected and the appropriate steps required for approval.

Rejection Note field:

Rejection Notes: Please change the quantity to 2 for each line item.	

Rejection will trigger an email notification to the Shopper Express *user* including any notes submitted during rejection.

a.notify@gmail.com hole.whitaker+shopper =		Line			
	VRO	Z	8		
	nichole.whitaker re		chole Whitak		20 has been
	Created Date 03/26/2020		Power Sho		
	List ID 600000011		List Name nichole.whitaker+shoppen@vroozi.com 03/25/2020		
	Number of items		Notes Please change the quantity to 2 for each line item.		
	Items				Showing 2 of :
	DESCRIPTION	SUPPLIER	PART NO	QTY	UNIT PRICE
	INTERMATIC Timer, 24 Hour	Grainger	2E+22	3	\$80.15
	GRUNDFOS Pump, Circulator	Grainger	2P310	3	\$149.15
			TOTAL		\$687.9000

Employees can click 'View Rejected Cart' to navigate directly to the rejected list by clicking the action button included in the email.

Shopper Express Users can view the rejection message within List view. From here, quantities can be edited, items can be removed. 'Resubmit List'.



If additional items need to be added to the current 'Rejected' List, click the horizontal ellipsis (shown on right) next to 'Resubmit List' to add the items to a new list.

Lists - Farcites Rejected lists - nichole whitaker+shopper@vrozi.com 08/25/2020	nichole.whitaker+shopper@vroozi.com 03/25/2020	Rejection Message	
Credit (1)	Delete list Select all		
	GRAINGER		SUPPLIER SUBTOTAL \$687.90 USD
	•	GHURPEOS Pump, Chroniter, 1728bp Bagler her Unterne: 17110 Mandature Henber: UFISG-F Circulator Pump, Closed Loop, 1/25 H9 1 Phase, Voltage 115, 0.74 Amps, Intel/Outlet Flanged, Hosa.	\$149.15 USD x s = \$447.45 × USD *This iten has a minimum order quantity of 1
		INTERNATION Times of How Open Bagelor Por Network 17:02 Mandature Henhes 17:03 Enclosed Indor 24 Hour Times Contact Form DPST, Normally Open, Timer Input Voltage 120 Volts, N.	\$80.15 USD x 3 = \$240.45 [×] USD * This item has a minimum order quartity of 1
			Total Items: 6 Subtotal: \$687.90 USD
	Delete selected Items	Nichole Whitaker - nichole.whitaker+power@vroozi.com	Resubmit List ***

The updated list can then be resubmitted back to the Power Shopper that originally rejected it or a new Power Shopper as available in the Power Shopping selection mapping.

ADD ITEMS TO CART OR LIST

Use the search bar or search directly within the supplier catalog listed under 'Suppliers' to add items to the new cart created by you.

What do you need to I	buy?	v Q	Hi, nichole.	
				Help Not in a Catalog
A You have 26 shared lists,	pending action			
WELCOME			MY SEARCHES	
Marketplace			Saved: Select Saved Search Recent: e laptop e chains	h 🕴 🛛 🔍
GRUBHUB GrubHub for Work	GraybaR.	1-800-flowersicom		STAPLES Male More Happen

From the cart view, add items to a cart converted from an employee list by clicking 'Continue Shopping'. (shown on next page)



VROZi	What do you need to bu	ny? ▼ Q	Hi, nichole. Accou	
E CATEGORIES V				Help Not in a Cata
smartOCI > Shopping Cart	_			
CONTINUE SHOPPING	Shopping Cart			
Jump to	1 ITEMS IN YOUR CART			
Mared LISTS	SUPPLIER ITEM	DESCRIPTION	PRICE QUANTITY	SUBTOTAL
🔶 FAVORITES		Sauder(R) Heritage Hill Computer Credenza, Classic Cherry	\$229.49 USD 2.0	\$458.98 USD
	Office Depot	Supplier Part Number: 415460		

COMPARE ITEMS

Like items appearing in a search result can be compared.

- 1. Check the box next to each item.
- 2. When ready select 'Compare'



3. At the Comparison view, add selected items to cart or select 'Back to Search Results'. (shown on next page)

smartOCI > Compare				< Back to Search Results
COMPARE PRODUCTS				
Products	*	×		
	* New Inspiron 14R Tou	* ★ • Dell Inspiron i5559	★ Inspiron 15 5000 Ser	
	4649.99 * 09: 1 Mete Carl	STAPLES Markine Report USD * Gyr: 1 Add So Cort	Office Supply Inc USD \$5999.00 * Gty: 1 Add to Cart	
DETAILS				
Rating	Not Yet rated	Not Yet rated	Not Yet rated	
Supplier		STAPLES	Office Supply Inc	
Supplier Part Number	85 QAGF2570	2148359	2609033	
Manufacturer Part Number	85 QAGF2570	15559-1350SLV	DA-S-SOL-1-J	
Category Code	43659821	44120000	43231513	
Lead Time	14			
Description	Smart performance in a slimmer new design The new inspiron 14R with 6-cell battery features 3rd Gen Intel® Core™ processors in a sleek design that's 8% thinner than the 2011 model. So you get all the	Inspiron laptops are easy to use, easy to own and keep you connected to the things that matter to you. They are designed to deliver exceptional value for today's consumes looking to get more out of life. Irrespective	Entertainment is always nearby with this sleek, lightweight and affordable 15.6° laptop featuring a vivid HD display or optional Full HD touch screent!	