

*Engineering and production of technical items in thermoplastic materials and relative molds.* 

# **Guide to B2B Cart's Creation**

FM has put the B2B service at disposal of its customers, available at <u>www.fm.re.it</u>. This useful service, in addition to our **updated digital catalogue**, allows you to request **quotes** and **forward purchase orders** in a fast, easy and secure way. In order to do that, you just have to create your own shopping cart. In this guide we'll see how to create it:

## LOGIN

You will first need to log in: go to the FM website and enter your username and password at the "B2B Access" area.

If you don't have already a B2B account, you must ask for activation by filling in the form at "B2B Activation Request".

Then you will receive an email containing your login credentials.





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## CATALOGUE AREA

Once you logged in, click on "Catalogue" [1], now you should see this page, then click on "Catalogue FM" [2] to access the product's list.



## FIND THE PRODUCT YOU NEED

Now you are ready to search the product you need, once found, put it in your cart.





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For example, if you want to order 100 "Green Blow – Impeller D.310", go to "Blowers > Green Blow Centrifugal Blower > Green Blow - Impeller D.310". Now you could select this product by clicking on the tick near the name [1] and then, after defining the quantity of the product to be ordered (100u in our example) [2],

you'll be ready to click "add to the cart" [3].





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## ALTERNATIVE METHOD: SEARCH BY PRODUCT CODE

If you already know the code (or the name) of the product that you want to put in your own cart, you can semplify the process by searching it directly in the "Search" page [1], instead of browsing the entire digital catalogue.

Once you are in the "Search" page, insert the code (or the name) of the product that you need.

In our example, we'll have to write the Impeller's code (102334) inside the appropriate box under "product" [2], and then we'll click with the mouse on the "Search" button [3].

The Green Blow Impeller D.310 will appear just below.

You can now select this product by clicking on the tick near the name [4], define the quantity needed [5] and add it to your cart [6].





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## FORWARD THE QUOTE AND/OR THE ORDER

Your cart is now ready and displayable at the "Cart" page [1].

If you want to see the details of your cart, click on the pencil-like botton next to the cart [2].

Alternately, you can directly enter the cart by the cart-like button on the left [3].



You can now verify (and modify, if you need) the quantity of your selected products [1] and save the cart, if you want to complete it later [2], then you can forward an order that will be automatically sent to our commercial office [3] or you can just ask for a quote and receive an offer [4] using the appropriate buttons.

Cart											
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[1]											