

AGENT PORTAL MANUAL

The purpose of “Sambonet agent portal manual” is to provide to operators , who are dislocated on the territory, the possibility to have just in time all the info concerning their own customers and to effect all the proper registrations concerning the development of business relationship , keeping update also the person who assist from the head office.

The updating between the head office system and the web are made 3 times a day.

From Web Portal it is possible :

- Insert e modify a potential customer (Prospect) in all it's part (Pay attention : agent code is obligatory!!)
- Modification of consolidate customers within certain limits:
 - o Contact(When the first contact happened)
 - o Chain (if the customer belong to chains or other)
 - o Importance (Classification A,B,C)
 - o Class (customer classification ,wholesaler , retailer , and soon)
- Insertion / Modification of notes (description of note to characterize the customer)
- Insertion / Modification of contacts(Reference)
- Insertion / Modification of Visit
- Insertion / Modification of other supplies
- Insertion / Modification of catalogue sent
- Insertion of orders
- Visualize of all others data

Each agent may visualize and enter only to the data concerning his own customer.

Sale statistics and orders will be refered to their hown customer

- It is impossible visualize the statistics separate between Sambonet and Paderno area, but in order to have information it will be necessary to explode the detail for macro-family.
- It is under processing the development of macro-family , both for family , then for agent.

Account information will be the general one of customer.

Sambonet Paderno Industrie S.p.A.

I – 28060 Orfengo (No) – S.R. I I, Km. 84 – Tel: +39 0321.879.711

Export	Hotel Division	Tel +39 0291.008.360
		Fax +39 0291.008.320
		Tel +39 0321.879.768
		Fax +39 0321.879.835
Italia	Divisione Hotel	Tel +39 0321.879.733
		Fax +39 0321.879.835
	Divisione Rivenditori	Tel +39 0321.879.731
		Fax +39 0321.879.830

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 VAT Number IT04104900156

Sede Legale:
 Via Balducci, 60 - I - 20158 Milano

Bank: Intesa Sanpaolo S.p.A.
 Branch: n. 4055 - C.so Cavour 18, 28100 I - Novara

Account No. 6152452945/25
 ABI: 03069 - CAB: 10130 - CIN: V

BIC: BCITITMM430
 IBAN CODE: IT59V0306910130615245294525



Access to the Portal:

- Please insert *User Id* and *Password*
- Select language (Italian as default)

To each agent will be supplied proper User id and Password.

ATTENZION:

after 3 failed log-on the user must retry after 15 minutes

after 10 failed log-on subsequently(even in different days) the user will be declined , he must be reactivated by the head office.

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Funzioni available

In the windows above at left there is the menu whit all the functions available from portal :

- Selection of customers
- Customers form
- New prospect
- List of order
- Invoiced for family
- List of customers
- Services functions
- Info

Menu is always available to consent a quickly navigation.

For **New prospect** we mean a potential customer ,not inserted in Sambonet operational .

For **Service functions** we mean the functions for effect the updating whit of-line installation .

For **Info** we mean the instructions of use of Portal (we're finishing it)

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Customer's Selection

This is the first print screen of agent's portal.

The screenshot shows the Sambonet Paderno Industrie agent portal. The page title is "Sambonet Paderno Industrie - portale agenti". The URL is "http://www.sintesisoftware.it/sambonet/index1.php". The page displays the agent's name, "Borsetti Roberto", and a response time of "0.00145 per 177 record".

The search interface includes the following fields:

- Clienti / Prospect / Tutti: TUTTI
- Ragione Sociale: (empty)
- Zona: TUTTE
- Cap: (empty)
- Area: TUTTE
- Provincia: TUTTE
- Naz.: TUTTE

The search results table is as follows:

<input type="checkbox"/>	c/p naz.	codice	ragione sociale	indirizzo	località	cap	prov.	telefono	contatto princ.	data ult. ord.
<input checked="" type="checkbox"/>	C IT	06002937	Abeni Stefano Di Abeni Giuseppe & C.Snc	Via Europa, 36 Fraz.Stocchetta	CONCESIO	25062	BS	0302006804		
<input checked="" type="checkbox"/>	C IT	06rp0027	Adar Srl	Via Fiamma 19-21	MILANO	20129	MI	0276110080		
<input checked="" type="checkbox"/>	C IT	06000027	Adar Srl	Via Fiamma 19-21	MILANO	20129	MI	0276110080		08/01/2008
<input checked="" type="checkbox"/>	C IT	06001557	Alka Casa di Alemanni Katia	Corso Italia 46	Abbiategrosso	20081	MI	0294963881		
<input checked="" type="checkbox"/>	C IT	06000965	Amleto Missaglia Sas di Annamaria Missaglia & C.	Piazza S. Sepolcro 2	Milano	20123	MI	0286453136		07/01/2008
<input checked="" type="checkbox"/>	C IT	06000662	Angelo Cambielli & C. s.a.s.	Via Marsala 35	CASALPUSTERLENGO	26841	LO	037784159		
<input checked="" type="checkbox"/>	C IT	06002240	Arform Di Luca Tilche	Via Della Moscova 22	Milano	20121	MI	026554691		
<input checked="" type="checkbox"/>	C IT	06001045	Argenteria Dabbene srl	Largo Treves 2	Milano	20121	MI	026554406		12/12/2007
<input checked="" type="checkbox"/>	C IT	06001887	Argenti Unione Srl	Viale Coni Zugna, 1	Milano	20124	MI	0248519120		
<input checked="" type="checkbox"/>	C IT	06000605	Arrigoni s.n.c. di Cornalba Stefano & C.	Via Matteotti 29	MELZO	20066	MI	029550576		07/12/2007
<input checked="" type="checkbox"/>	C IT	06002133	Arte Regalo Di Bolognini L. e M.	Via Cavour 25	Casalmaggiore	26041	Cr	037543231		
<input checked="" type="checkbox"/>	C IT	08001075	Astori spa	V. Calcinatella, 7-V. Brescia, 178	MONTICHIARI	25018	BS	030-9661011		
<input checked="" type="checkbox"/>	C IT	06001261	Atmosphere di De Vincenzi Gianni	Via C. Battisti 7	Suzzara	46029	MN	0376534126		
<input checked="" type="checkbox"/>	C IT	06000704	Bardelli s.n.c. di Zanoni A. & C.	Via Restelli 8	Vitruone	20010	Mi	0294963881		
<input checked="" type="checkbox"/>	C IT	08005527	Belli F.lli di P. & G. snc	Via S. Carlo, 72	SALO'	25087	BS	0365-43720		
<input checked="" type="checkbox"/>	C IT	06002383	Bernasconi Monica	Via XXV Aprile 10	Segrate	20090	MI	022133990		
<input checked="" type="checkbox"/>	C IT	06002693	Berteni Group di G. Berteni	V.le Memoria 26	BAGNOLO MELLA	25021	BS	030620210		
<input checked="" type="checkbox"/>	C IT	06000357	Bertolotti Giuseppe srl	Via Broletto 10/B	Brescia	37100	BS	030401501		10/12/2007

- Set up in the windows above at right the parameter of search.
- In field, search for , select a searches ,set the two limit values separated by the character | (ex.: for all the customer who starts for A, select: A|AZZZZ)
- In the second column ,there is the definitions of customer (C) or Prospect (P)
- The list is available whit all the customer already selected ; the functions , list of order , invoice for family , list of customer , consider only the customer selected in the page "selection of customer"
- Deselect or select a customer ,check the small square closed to each customer(first column) It is possible to select / deselect all the customer checking the small square in the headline of the first column.
- Example: to have the invoiced of customer for district of Milan you should:
 - Select in district: MI
 - Click on "Search"
 - Select / Deselect the customer required (example all the district of Milano exclude Pippo customer)
 - Select "invoice for family"

It is possible to click:

- Advance Search for further filter of search
- Empty to dump the field selected in the filters
- On Corporate Name of a customer to enter directly to customer record
- On headline click on the column you modify the ordering of presentation of customer.

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Customer file – personal data (main page of the title)

In the windows above al right you can see the under-section of customer's file.

Sambonet Paderno Industrie S.p.A. **sambonet** **PADERNO**

Agente: **Borsetti Roberto** Cliente: **06000001 - Sogaro ***** ****

Selezione cliente	Statistiche	Dati anagrafici	Prodotti altri fornitori
Scheda clienti	Elenco ordini	Dati agenti	Cataloghi inviati
Nuovo prospect	Fatturato per famiglia	Contatti	Scala premi
Funzioni di servizio	Elenco clienti	Visite	Scadenze contabili
	Info	Note	Inserimento ordini

Ragione Sociale **Sogaro ***** ****

Indirizzo **Via Marghera 28**
 Nazione **Italy** Cap **20100**
 Località **MILANO** Prov. **MI**
 Zona **Milano e Provincia**

Telefono Fax **0,0321879850**
 E-mail

Cond.pag **RB 90 GG DF FM** Contatto **Fiera Generica**
 Catena Classe **Catena Negozi**
 Importanza **A** Nota
 Cod. catalogo Cod. listino

[Modifica](#) [Biglietto](#) [Stampa](#) [Indietro](#)

Fine Internet | Modalità protetta: disattivata 100%

It is possible to click :

- **Modify** to modify the consented data
 - Chain
 - Importance
 - Class
 - Note
- **Card** to manage cards(to be improved)
- **Print** to print customer's file/prospect

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Customer's file – selection: agent data

In this page are displayed commercial area connected to customer and their own agent , price list and discount.

The screenshot displays the 'Sambonet Paderno Industrie - portale agenti' interface. At the top, it shows the company name 'Sambonet Paderno Industrie S.p.A.' and the 'sambonet' logo. The main content area is divided into several sections:

- Agente:** Borsetti Roberto
- Cliente:** 06000001 - Sogaro *****
- Statistiche:**
 - Selezione cliente
 - Scheda clienti
 - Nuovo prospect
 - Funzioni di servizio
- Dati anagrafici:**
 - Dati agenti
 - Contatti
 - Visite
 - Note
- Prodotti altri fornitori:**
 - Cataloghi inviati
 - Scala premi
 - Scadenze contabili
 - Inserimento ordini

Below these sections, the 'Area: Rp Rivenditori Paderno' is shown with a 'Listino: 54 Listino Rivenditori Euro 2007'. Discount details are provided:

Sconto piede 1:	40,000	Sconto piede 2:	15,000	Sconto piede 3:	0,000
Sconto voce 1:	0,000	Sconto voce 2:	0,000	Sconto voce 3:	0,000

The page also includes a 'Note:' section and a status bar at the bottom indicating 'Internet | Modalità protetta: disattivata' and '100%' zoom.

In entering of a customer “prospect” Agent’s code is an obligatory field.

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Customer's file – selection: contacts

Here you can manage data concerning reference person of selected customer.

The screenshot shows the web interface for Sambonet Paderno Industrie S.p.A. The page title is "Sambonet Paderno Industrie - portale agenti". The URL is "http://www.sintesisoftware.it/sambonet/contatti.php?cdpr=&prod=&vcod=06000001&tp=C". The page content includes:

- Header: Sambonet Paderno Industrie S.p.A., sambonet, PADERNO
- Agente: **Borsetti Roberto** | Cliente: **06000001 - Sogaro *******
- Navigation menu: Selezione cliente, Scheda clienti, Nuovo prospect, Funzioni di servizio, Statistiche, Elenco ordini, Fatturato per famiglia, Elenco clienti, Info, Dati anagrafici, Dati agenti, Contatti, Visite, Note, Prodotti altri fornitori, Cataloghi inviati, Scala premi, Scadenze contabili, Inserimento ordini, Aggiungi
- Table of agents:

princ.	data reg.	posizione	nominativo	telefono	cellulare	fax	email	area	
N	27/09/2007	UFF. Acquisti	GIOVANNI LA PAGLIA	0161 587450			lapaglia@libero.it	Rivenditori Sambonet Italia	<input checked="" type="checkbox"/>
N	13/12/2007	Titolare	Sintesi	0161235289				Rivenditori Paderno	<input checked="" type="checkbox"/>

Footer: Fine | Internet | Modalità protetta: disattivata | 100%

It is possible to click:

- Add to enter a new name
- On *Nominative* to change data
- X on red background to remove this nominative
- Principal contact will be displayed on print "Customer's List"

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Customer's file – selection: Visit

It is the most important part of all the portal. Here you can manage data concerning visit /phone calls for selected customers.

The screenshot shows a web browser window displaying the Sambonet Paderno Industrie S.p.A. agent portal. The page header includes the company name and logo. The main content area shows the agent's name (Borsetti Roberto) and the client's name (Sogaro). Below this, there are several menu items for managing the client's data, such as 'Statistiche', 'Elenco ordini', 'Fatturato per famiglia', 'Elenco clienti', and 'Info'. A table below the menu items displays a list of visits, with one entry for 13/12/2007, agent Borsetti Roberto, tipologia Notizia Web, rapporto ok, and area Rivenditori Sambonet Italia. The table has columns for data reg., agente, tipologia, rapporto, and area. The status of the visit is 'ok' and the area is 'Rivenditori Sambonet Italia'. There is a red 'X' icon in the bottom right corner of the table row.

data reg.	agente	tipologia	rapporto	area
13/12/2007	Borsetti Roberto	Notizia Web	ok	Rivenditori Sambonet Italia

It is possible to click:

- Add to entry a new visit
- On Agent to change the data
- On X on red background to remove the visit
- It is available a title / Object of the visit ("relation"), which will be displayed in list and a more detailed description of the visit, they will be displayed clicking on the name of the agent.

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- Typology
 - To enter the type of visit (look at pop-up)
- Commercial relations
 - Obligatory field to effect the entry. It is the object of the visit and will be displayed in initial list.
- First order
 - If “yes”, in occasion of first order entry for the customer , following the eintering of the visit , it will be appear an advice whit the text of the visit to this operator of head office . For example it is useful to communicate advice such as “whit first next order send 3 catalogue” and so on .
- Area
 - area of reference
- Note
 - Important note of the visit

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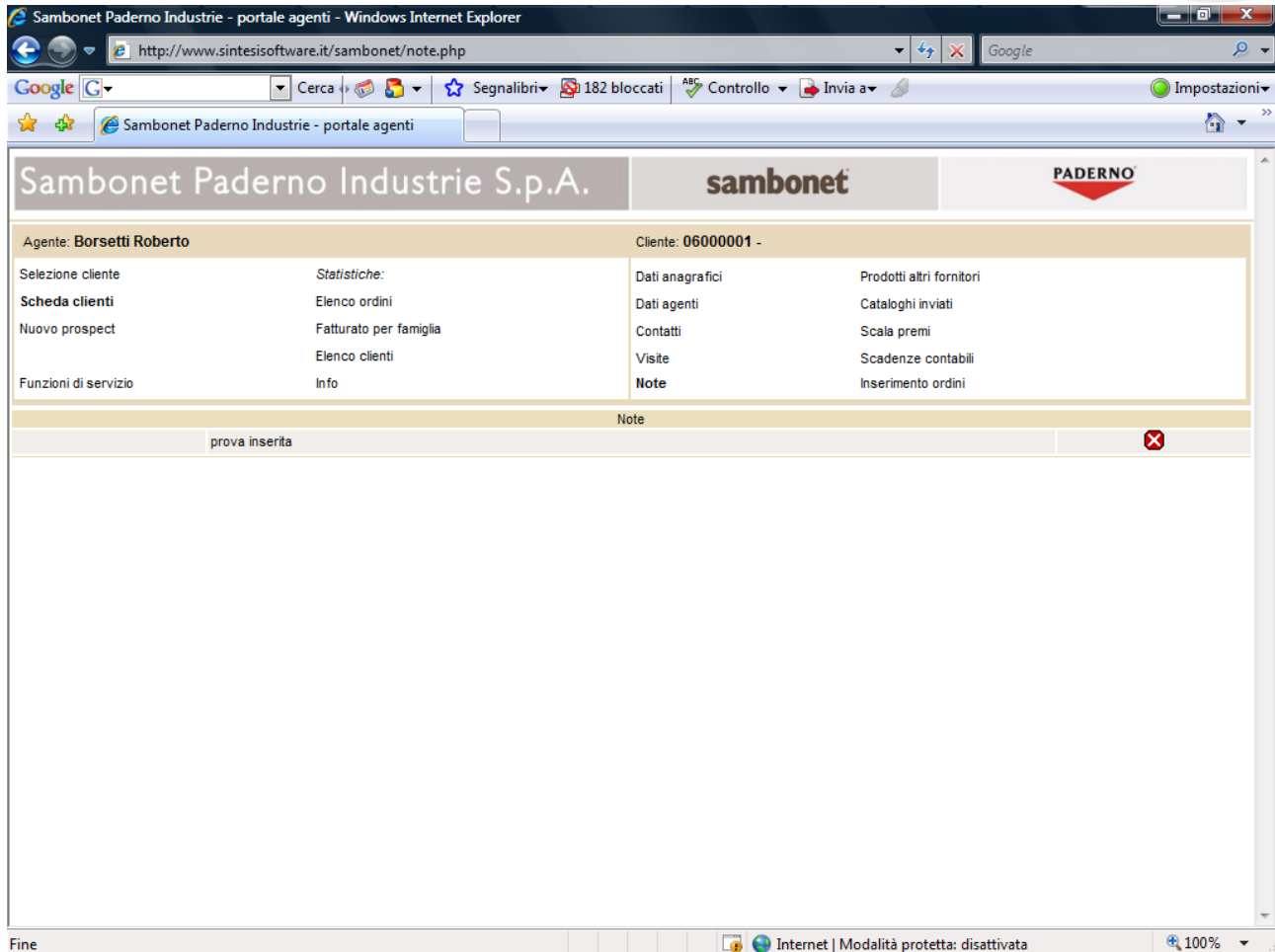
Account No. 6152452945/25
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BIC: BCITITMM430
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Customer's file – selection : Note

There it is possible to enter free note concerning selected customer.



It is possible to click:

- Add to enter note
- On the text of the note to change it's contents
- On X on red background to remove the note

This is a fixed note to comment on main characteristics of commercial relationship.

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Customer's file – selection : catalogues sent

It is possible to have a look at all the catalogues / price list to selected customer.

The screenshot shows the Sambonet Paderno Industrie S.p.A. agent portal. The page header includes the company name and logos. The main content area is divided into several sections:

- Agente:** Borsetti Roberto
- Cliente:** 06000001 - Sogaro *****
- Statistiche:**
 - Elenco ordini
 - Fatturato per famiglia
 - Elenco clienti
 - Info
- Dati anagrafici:**
 - Dati agenti
 - Contatti
 - Visite
 - Note
- Prodotti altri fornitori:**
 - Cataloghi inviati
 - Scala premi
 - Scadenze contabili
 - Inserimento ordini

Below these sections is a table with the following columns: data invio, tipologia, codice, and descrizione.

data invio	tipologia	codice	descrizione
01/05/2007		53	
28/09/2007		53	

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 Branch: n. 4055 - C.so Cavour 18, 28100 I - Novara

Account No. 6152452945/25
 ABI: 03069 - CAB: 10130 - CIN: V

BIC: BCITITMM430
 IBAN CODE: IT59V0306910130615245294525



Customer's file – selection : price scale

On these page are displayed prize sales forecast for selected customer.

The screenshot shows the web portal interface for Sambonet Paderno Industrie S.p.A. The browser address bar indicates the URL: <http://www.sintesisoftware.it/sambonet/premi.php?cdpr=&prod=&vcod=06000088&tp=C>. The page header includes the company name and logos for sambonet and PADERNO.

Key information displayed:

- Agente: **Borsetti Roberto**
- Cliente: **06000088 - High Tech**

Navigation menus include:

- Selezione cliente
- Scheda clienti
- Nuovo prospect
- Funzioni di servizio
- Statistiche:
 - Elenco ordini
 - Fatturato per famiglia
 - Elenco clienti
 - Info
- Dati anagrafici
- Dati agenti
- Contatti
- Visite
- Note
- Prodotti altri fornitori
- Cataloghi inviati
- Scala premi
- Scadenze contabili
- Inserimento ordini

A table is present with the following columns: anno, area, dal valore, al valore, importo premio, oggetto premio, % premio. The table content is currently empty.

Subsequently selecting the button “invoiced for family” it is possible to see the reaching of the price ‘s values.

In advance search it is available a search square which found , among own customers, the ones who reached a valued a value (for searching the price) same as the value put in square. Furthermore it is available the function from to , throught the character | . For example it is possible to search all the customer who have the prize at the reaching of 100000€ entering 100000 in the proper square ;if we want to search for the customer who have a value of reaching of the price between 80000 and 100000, we will enter 80000/100000 in the proper square.

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Customer's file – selection : account due date

Here you may see the situation concerning account due dates of selected customer.

Sambonet Paderno Industrie S.p.A. **sambonet** **PADERNO**

Agente: **Borsetti Roberto** Cliente: **06000088 - High Tech**

Selezione cliente	Statistiche:	Dati anagrafici	Prodotti altri fornitori	Effetti in essere	0,00 €
Scheda clienti	Elenco ordini	Dati agenti	Cataloghi inviati	Ordini da evadere	10.286,28 €
Nuovo prospect	Fatturato per famiglia	Contatti	Scala premi	Fido	40.000,00 €
Funzioni di servizio	Elenco clienti	Visite	Scadenze contabili	Scaduto	-147,74 €
	Info	Note	Inserimento ordini	Appartato	1.325,06 €

data scadenza	numero fattura	data fattura	descrizione pagamento	importo
21/05/2007	307042	21/05/2007	Nota Accredito	-147,74 €
15/01/2008	317877	27/12/2007	Nota Accredito	-68,94 €
29/02/2008	317789	21/12/2007	Ricevuta Bancaria	-532,39 €
29/02/2008	317791	21/12/2007	Ricevuta Bancaria	-289,70 €

Due dates are referred to customer in all his area.

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Order Entry – Choose of items

The last section of the customer's file is dedicated to the entering of an order headed to the same customer. It is a order proposal as the request will be recived and confirmed by Sambonet.

Standard entry modality

Clicking on link “Order Entry “ it will be possible to start the procedure of a WEB order creation.

Agente: Borsetti Roberto		Cliente: 06000001 - Sogaro ***** ***	
Selezione cliente	<i>Statistiche</i>	Dati anagrafici	Prodotti altri fornitori
Scheda clienti	Elenco ordini	Dati agenti	Cataloghi inviati
Nuovo prospect	Fatturato per famiglia	Contatti	<input type="text" value="Scala premi"/>
Funzioni di servizio	Elenco clienti	Visite	Scadenze contabili
	Info	Note	Inserimento ordini
Ragione Sociale Sogaro ***** ***			
Indirizzo Via Marghera 28			
Nazione	Italy	Cap	20100
Località	MILANO	Prov.	MI
Zona	Marocco		
Telefono		Fax	0,0321879850
E-mail			
Cond.pag	RB 90 GG DF FM	Contatto	Fiera Generica
Catena		Classe	Catena Negozi
Importanza	A	Nota	
Cod.catalogo		Cod.listino	

[Modifica](#)[Biglietto](#)[Stampa](#)[Indietro](#)

Now we're starting the real order entry.

It is possible to enter directly in the trolley inserting item code and quantity.

#	articolo	descrizione	qtà
1	<input type="text"/>		<input type="text"/>

To each insertion components new line to put new items. After you put last item you should click on “Qty confirmation” (if this will not made and you change the page , qty and items inserted will be lost)

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#	articolo	descrizione	q.tà
1	11001-16		1
2			

conferma q.tà

It is also possible to make search for item ,description or family.

Cliente: **06000001 - Sogaro ***** *****

Codice articolo	<input type="text"/>	Totale pezzi in carrello:	0
Descrizione	<input type="text"/>	Importo ordine:	0,00 €
Famiglia	<input type="text"/>		
	<input type="button" value="ricerca"/>		

In this example I use the description “higt pot”. After inserted the key click on button search.

Codice articolo	<input type="text"/>	Totale pezzi in carrello:	0
Descrizione	pentola alta	Importo ordine:	0,00 €
Famiglia	<input type="text"/>		
	<input type="button" value="ricerca"/>		

below you will have the result of the search.

articolo	descrizione	famiglia	prezzo unitario	sconti voce / piede %	prezzo	q.tà	prezzo totale
11001-16	Pentola Alta Cm 16 Serie 1000 Inox	Pentolame S.1000 Paderno	34,85 €	0+0+0 / 40+15+0	17,77 €	0	0,00 €
11001-18	Pentola Alta Cm 18 Serie 1000 Inox	Pentolame S.1000 Paderno	39,57 €	0+0+0 / 40+15+0	20,18 €	0	0,00 €
11001-20	Pentola Alta Cm 20 Serie 1000 Inox	Pentolame S.1000 Paderno	43,88 €	0+0+0 / 40+15+0	22,38 €	0	0,00 €

Changing the number of the pieces we want (Qty colum) and then clicking an “qny confirmation” we will populate the trolley.

51701-20	Pentola Alta Cm 20 Serie Kikka Inox	Pentolame Kikka	65,21 €	0+0+0 / 40+15+0	33,26 €	4	0,00 €
51701-24	Pentola Alta Cm 24 Serie Kikka Inox	Pentolame Kikka	80,50 €	0+0+0 / 40+15+0	41,06 €	1	0,00 €
51801-16	Pentola Alta Cm 16 Serie Menu Inox	Pentolame Menu	42,00 €	0+0+0 / 40+15+0	21,42 €	0	0,00 €
51801-20	Pentola Alta Cm 20 Serie Menu Inox	Pentolame Menu	54,00 €	0+0+0 / 40+15+0	27,54 €	2	0,00 €
51801-24	Pentola Alta Cm 24 Serie Menu Inox	Pentolame Menu	72,00 €	0+0+0 / 40+15+0	36,72 €	1	0,00 €

conferma q.tà vai a carrello

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After finishing the selection of the items which must be inserted in the order we should go in trolley..
In order to do it we should click on button “go to trolley “which is closed to button “qty confirm”

conferma q.tà  vai a carrello

Print screen of trolley will be like this .:

Agente:		Cliente: 06000001 - Sogaro *****					
Selezione cliente	Statistiche:	CARRELLO				Totale pezzi in carrello:	8
Scheda clienti	Elenco ordini					Importo ordine:	265,90 €
Nuovo prospect	Fatturato per famiglia						
Funzioni di servizio	Elenco clienti						
	Info						
						aggiorna q.tà	inserisci altri articoli
articolo	descrizione	famiglia	prezzo unitario	sconti voce / piede %	prezzo	q.tà	prezzo totale
51801-24	Pentola Alta Cm 24 Serie Menu Inox	Pentolame Menu	72,00 €	0+0+0 / 40+15+0	36,72 €	1	36,72 €
51801-20	Pentola Alta Cm 20 Serie Menu Inox	Pentolame Menu	54,00 €	0+0+0 / 40+15+0	27,54 €	2	55,08 €
51701-24	Pentola Alta Cm 24 Serie Kikka Inox	Pentolame Kikka	80,50 €	0+0+0 / 40+15+0	41,06 €	1	41,06 €
51701-20	Pentola Alta Cm 20 Serie Kikka Inox	Pentolame Kikka	65,21 €	0+0+0 / 40+15+0	33,26 €	4	133,03 €
						aggiorna q.tà	inserisci altri articoli

In the part above we can see how many items have been inserted and total amount of order.

CARRELLO	Totale pezzi in carrello:	8
	Importo ordine:	265,90 €

Below we can see a summary of all item inserted whit qty.

It is possible to modify by clicking on button “qty update”

ATTENTION!!! If the quantity is zero and we click on “qty update” we remove the item from the order.

articolo	descrizione	famiglia	prezzo unitario	sconti voce / piede %	prezzo	q.tà	prezzo totale
51801-24	Pentola Alta Cm 24 Serie Menu Inox	Pentolame Menu	72,00 €	0+0+0 / 40+15+0	36,72 €	1	36,72 €
51801-20	Pentola Alta Cm 20 Serie Menu Inox	Pentolame Menu	54,00 €	0+0+0 / 40+15+0	27,54 €	2	55,08 €
51701-24	Pentola Alta Cm 24 Serie Kikka Inox	Pentolame Kikka	80,50 €	0+0+0 / 40+15+0	41,06 €	1	41,06 €
51701-20	Pentola Alta Cm 20 Serie Kikka Inox	Pentolame Kikka	65,21 €	0+0+0 / 40+15+0	33,26 €	4	133,03 €
						aggiorna q.tà	inserisci altri articoli

It is also possible to empty the trolley totaly whit button “empty”

svuota Conferma

It will appear a message to pay attention ; if we click ok all the item will be removed from trolley , cancel we will return to previous page.

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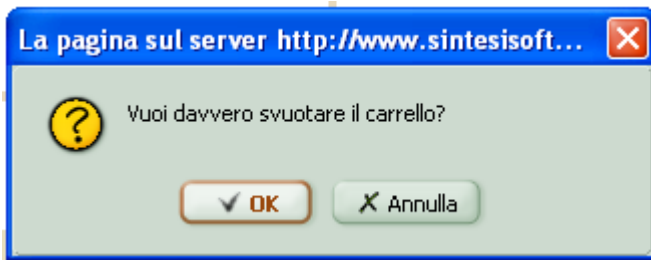
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Once the qty of our orders are correct we can go on orders confirmation page. Click on “confirmation” button

You will see order’s configuration page.

Superior part is composed by customer data for which you made the order.

Personal data are automatically enter but can be modify .

It is also possible to enter a e-mail on which you receive offer configuration .

Sogaro *****

Via Marghera 28
20100 MILANO (MI)
Italy

E-mail:

INDIRIZZO DI CONSEGNA

Ragione Sociale	<input type="text" value="Sogaro *****"/>	<input type="text"/>
Indirizzo	<input type="text" value="Via Marghera 28"/>	<input type="text"/>
Località	<input type="text" value="MILANO"/> (MI)	<input type="text" value="20100"/>
Nazione	<input type="text" value="Italy"/> ▼	
Telefono	<input type="text"/>	

This is the summary if the item entered

articolo	descrizione	famiglia	prezzo unitario	sconti %	prezzo	q.tà	prezzo totale	
51801-24	Pentola Alta Cm 24 Serie Menu Inox	Pentolame Menu	72,00 €	0+0+0 / 40+15+0	36,72 €	1	36,72 €	
51801-20	Pentola Alta Cm 20 Serie Menu Inox	Pentolame Menu	54,00 €	0+0+0 / 40+15+0	27,54 €	2	55,08 €	
51701-24	Pentola Alta Cm 24 Serie Kikka Inox	Pentolame Kikka	80,50 €	0+0+0 / 40+15+0	41,06 €	1	41,06 €	
51701-20	Pentola Alta Cm 20 Serie Kikka Inox	Pentolame Kikka	65,21 €	0+0+0 / 40+15+0	33,26 €	4	133,03 €	
							Imponibile	265,90 €
							Totale IVA	53,18 €
							Totale	319,08 €

Data on foot of page. There is a reference , the person who made the or the offer and note at foot of page.

Furthermore it is possible to select if this will be an order or an offer.

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Condizioni di pagamento	RB 90 GG DF FM
Resa	Porto franco
Riferimento	
Compilatore	
Note	

I campi contrassegnati con * sono obbligatori

Selezionare il tipo di richiesta e premere conferma per trasmetterla alla Sambonet Paderno Industrie S.p.A.

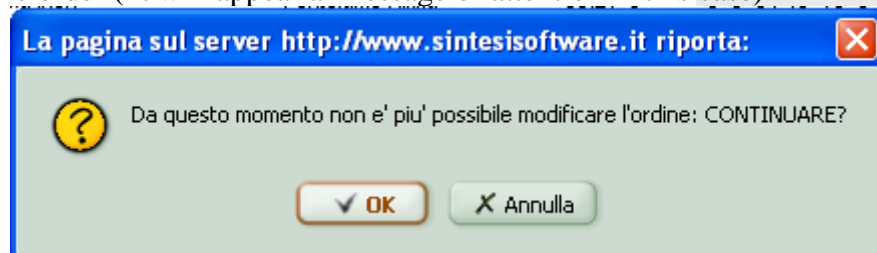
Ordine Offerta

At last on foot it will be possible through some button :

Modifica Modify qty and item entered (you can return to the previous part)

Stampa To print an order summary (pay attention because an order's hasn't been given)

Conferma To confirm the order (it will appear a message of attention in this case)



Once you press ok we will also obtain our web order's number.

Ciente: **06000001 - Sogaro** ***** AAA

ORDINE N. 08000062

creato correttamente

Stampa

List of order

Here order and offer of selected customer are displayed.

At the end all the web order entered in the portal and not confirmed by Sambonet are displayed. After confirmation , order proposal, offer , will appear on first part as order/offer.

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Sambonet Paderno Industrie - portale agenti - Windows Internet Explorer

http://www.sintesisoftware.it/sambonet/ordini_vis.php?sonoio=|06000027|#RI200894

Google

Sambonet Paderno Industrie - portale agenti

Sambonet Paderno Industrie S.p.A. **sambonet** **PADERNO**

Agente: **Borsetti Roberto** Cliente: **06000027 - Adar Srl**

Selezione cliente *Statistiche:*
 Scheda clienti **Elenco ordini**
 Nuovo prospect **Fatturato per famiglia**
 Funzioni di servizio **Elenco clienti**
Info

Stampa

TUTTI filtra

Cliente	Tipo Doc.	N.ro Doc.	Data Doc.	Riferimento	Stato	Dt. Ult. Cons.	Q.tà	Importo			
Adar Srl	OV	RI - 2008 - 94	08/01/2008	19459 2008-R2111-04	Registrato		3,00	304,77 €			
	Voce	Articolo			Conto/Saldo		Q.tà ordinata	Q.tà spedita	Q.tà appaltata	Q.tà imballata	Q.tà residua
	10	52501-84 Servizio 36 Pz Manico Cavo Orfevre			Conto		2	0	0	0	2
	20	52501-80 Confezione 3 Pezzi Servire			Conto		1	0	0	0	1
	OV	RP - 2008 - 37	08/01/2008	194597 2008-R2111-05	Registrato			1,00	102,74 €		
	OV	rp - 2008 - 41	08/01/2008	fax 08.01 194969adar.msg	Registrato			114,00	512,24 €		
	OV	ri - 2008 - 66	07/01/2008	web 26483	Registrato			36,00	168,12 €		
ORDINI WEB											
Sogaro *****	WEB	08000002	08/01/2008	PROVA	da confermare su SIGeA			1,00	39,57 €		
Sogaro *****	WEB	08000003	08/01/2008		da confermare su SIGeA			2,00	34,85 €		
Sogaro *****	WEB	08000004	08/01/2008	rif.	da confermare su SIGeA			2,00	43,88 €		
Sogaro *****	WEB	08000005	08/01/2008		da confermare su SIGeA			111,00	17.179,42 €		
A & G Bontempi Spa	WEB	08000001	07/01/2008	**	da confermare su SIGeA			7,00	194,23 €		

Internet | Modalità protetta: disattivata 100%

It is possible to click:

- On order number to visualize item detail of selected documents
- Filter0 to filter all docs or only orders or offer.
- Print to print list of order
- Icon printer at right to print each web order, not acquired yet

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New Prospect

The data for coding a new prospect(potential customer)are required.

Sambonet Paderno Industrie S.p.A. sambonet PADERNO

Agente: **Borsetti Roberto** Cliente: -

Selezione cliente Statistiche:
 Scheda clienti Elenco ordini
Nuovo prospect Fatturato per famiglia
 Elenco clienti
 Funzioni di servizio Info

Agente **CC02** Area **selezione**

Ragione Sociale

Indirizzo

Nazione **TUTTE** cap
 Località Prov.
 Zona **selezione**

Telefono Fax
 E-mail

Cond.pag **selezione** Contatto **selezione**
 Catena Classe **selezione**
 Cod.catalogo Cod.listino
 Importanza **A** Nota

Conferma Indietro

Fine Internet | Modalità protetta: disattivata 100%

Once you configured the customer , it is obligatory to enter “agent”’s data

Sambonet Paderno Industrie S.p.A.

I – 28060 Orfengo (No) – S.R. I I, Km. 84 – Tel: +39 0321.879.711

Export Hotel Division
 Tel +39 0291.008.360
 Fax +39 0291.008.320
 Tel +39 0321.879.768
 Fax +39 0321.879.835

Italia Divisione Hotel
 Tel +39 0321.879.733
 Fax +39 0321.879.835

Divisione Rivenditori
 Tel +39 0321.879.731
 Fax +39 0321.879.830

Cap. Soc. €500.000 I.V.
 Reg. Imprese 04104900156 Milano
 C.F. e P.IVA 04104900156
 VAT Number IT04104900156

Sede Legale:
 Via Balducci, 60 - I - 20158 Milano

Bank: Intesa Sanpaolo S.p.A.
 Branch: n. 4055 - C.so Cavour 18, 28100 I - Novara

Account No. 6152452945/25
 ABI: 03069 - CAB: 10130 - CIN: V

BIC: BCITITMM430
 IBAN CODE: IT59V0306910130615245294525



Invoice for family

Here statistical data , concerning invoiced of selected customer, are displayed.
On top you will see total for:

- year -2 invoiced in second previously year
- year -1 invoice in previous year
- Current year invoiced of current year
- Ordered ordered of current year

Sambonet Paderno Industrie S.p.A. **sambonet** **PADERNO**

Agente: **Borsetti Roberto** Cliente: **06000027 - Adar Srl**

Selezione cliente Statistiche:
 Scheda clienti Elenco ordini
 Nuovo prospect **Fatturato per famiglia**
 Elenco clienti
 Funzioni di servizio Info

TOTALE GENERALE: Anno -2: **27.130 €** Anno -1: **42.230 €** Anno corrente: **0 €** Ordinato: **1.088 €**

Cliente	Macrofamiglia	Famiglia	Anno -2	Anno -1	Anno corrente	Ordinato
Adar Srl (06000027)			27.130	42.230	0	1.088
	Macro Famiglia 0		0	0	0	0
	Vasellame AK Inox		-1	-335	0	0
	Peugeot		0	94	0	0
	Articoli Tecnici		1.474	5.264	0	0
	PentolameRame,Ferro,Porcellana		0	348	0	0
	Utensili Cucina		0	20	0	0
	Utensili Cucina Pizza		-291	3.302	0	615
		Teglie Pizza	0	787	0	0
		Utensili Pizza	0	105	0	0
		Pale Pizza	0	429	0	0
	Macelleria		0	254	0	0
	Pasticceria		0	230	0	0
	Gelateria Bar Tavola		0	1.925	0	0
	Stoccaggio E Trasporto		0	793	0	0
	Obsoleti Paderno		0	22	0	0
	Posateria Sambonet Color		150	37	0	0
	Posateria Sambonet Inox		31	208	0	0
	Posateria Sambonet Arg.		12.459	15.069	0	473
	Posateria Sambonet Alpacca		4.033	607	0	0
	Macellame Sambonet Inox		1.950	4.151	0	0
			2.207	487	0	0

It is possible to click:

- On customer corporate name to open / close detail for macro family
- On macro family to open / close detail for family

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