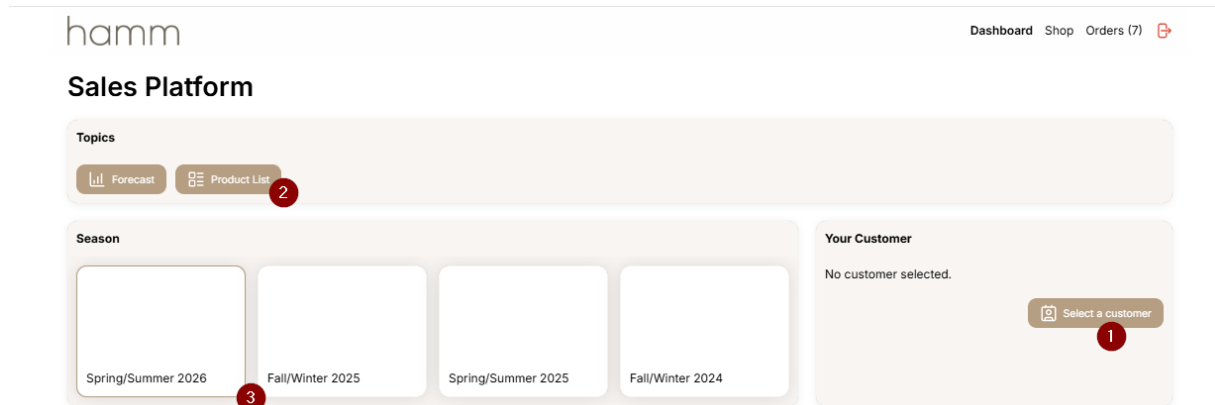


## Customer selection



The first step for ordering is the selection of the customer. You can do this by clicking on the "Select a Customer" button (see 1). All accounts associated with your login will be listed in the selection. You can use filters to narrow down the selection and then select one from the list.

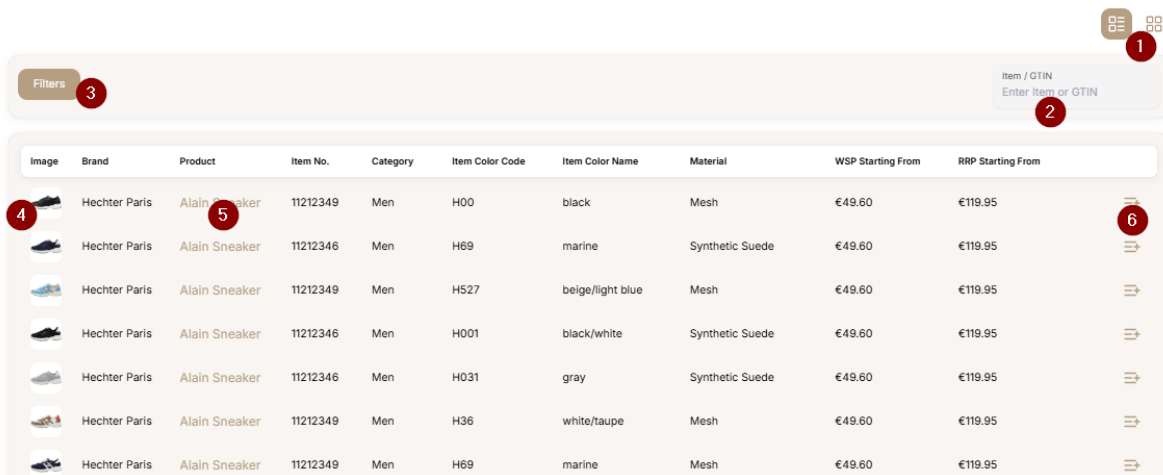
You can access the product selection either by the product list button (here you can access the current season – see 2) or by selecting one of the seasons shown (see 3).

## Product

### Spring/Summer 2026

Customer: **Versand interne Mitarbeiter** [Change customer](#)

**HECHTER**  
PARIS



The display of the products is shown at the article color level. It can be influenced by selecting Grid or List View (see 1).

For quick access, the filter field can be filled with either parts of the description, the article no. or a barcode (see 2).

The Filter button can be used for more filters(see 3).

By selecting the image, the detailed view and the 360° view of the article is presented (see 4)

# hamm

The magnifying glass can be used to zoom dynamically into the image

The 360° view can be started by the function above the image and is controlled manually. To do this, hold down and move left/right accordingly.

More entries can be carried out either by the detail page (see 5) (by selecting the description) or the flyout (see 6).

Both contains the same information and input options.

## Ordering

### Product details

**Alain Sneaker**

Item No. 11212346  
Brand Hechter Paris  
Material Synthetic Suede  
Color Code black/white (H001)

Season Spring/Summer 2026  
WSP €49.60  
RRP €119.95

**HECHTER**  
PARIS

Delivery date:

31/01/2026 - 13/02/2026 (2) 15/02/2026 - 28/02/2026 01/03/2026 - 14/03/2026

Assortment	40	41	42	43	44	45	46	Price	Quantity
4040	0	1	1	1	1	0	0	€198.40	0
4049	0	1	1	1	1	1	1	€297.60	0
4053	1	1	1	1	1	1	0	€297.60	0
4060	0	1	1	2	1	1	0	€297.60	0
4081	0	1	1	2	2	1	1	€396.80	1
4082	0	1	2	2	2	1	0	€396.80	0 (3)
4101	0	1	2	3	2	1	1	€496.00	0
4105	0	1	2	3	3	1	0	€496.00	0
4120	1	1	3	3	2	1	1	€595.20	0
4121	1	2	3	3	2	1	0	€595.20	0
4122	0	1	2	3	3	2	1	€595.20	0

4 Add 1 (8) items to Order #93 (24 pairs)

You can also switch between them in the detail view if there are several colors for one article (see 1).

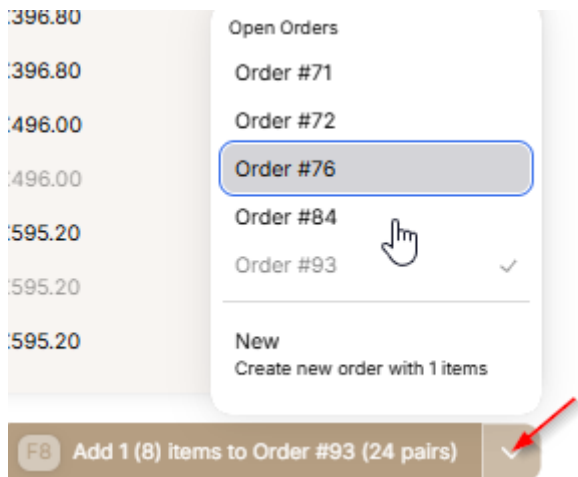
To enter the desired SKU, the requested delivery date must be selected first. This will be used to calculate which SKUs are available (See 2).

The order quantities can be entered by the quantity field. If this field is not editable or grayed out it means the SKU is not available on the desired date. Orange means less than 10 are available. Green means more than 10 available are available (see 3)

The desired quantities can then be transferred to an order using the function key (F8) or by pushing the button (see 4)

Further parameters such as delivery address and remark are requested if there is no open order.

The last open order is the basis for further entries. If a new order is entered, the desired action can be selected by the options of the Order button.



You can return from the flyout to the product selection page by ESC or the X in the upper right corner, and from the detail page by using the back function from the browser.

## Orders

Dashboard Shop Orders (7)

You must select Orders in the header of the website (the number of open orders is displayed in brackets) to complete an order or to enter orders directly,

## Orders

[+ Create new order](#) <sup>4</sup>

Filters [Customer: 717649](#) <sup>1</sup>

Order ID	Status	Customer No	Customer Name	Address	Country	Created By	Created At	Qty. (Qty. Pair)	Total Price	Comment	Actions
93	open	717649	Versand interne Mitarbeit...				13/08/2025	3 (24)	€1,190.40		<sup>2</sup>
84	open	717649	Versand interne Mitarbeit...				17/07/2025	7 (44)	€2,182.40		<sup>3</sup>
76	open	717649	Versand interne Mitarbeit...				05/06/2025	2 (16)	€793.60		
72	open	717649	Versand interne Mitarbeit...				03/06/2025	2 (14)	€694.40		
71	open	717649	Versand interne Mitarbeit...				03/06/2025	1 (6)	€297.60		
85	submitted on 17/07/2025	717649	Versand interne Mitarbeit...				17/07/2025	1 (8)	€396.80		
45	submitted on 16/05/2025	717649	Versand interne Mitarbeit...				16/05/2025	3 (20)	€580.00		
19	submitted on 20/05/2025	717649	Versand interne Mitarbeit...				15/04/2025	9 (72)	€2,088.00		

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All orders of the selected customer are displayed in the order view. Depending on the authorization rights you can remove this filter and then see all orders of all assigned customers (see 1).

You can delete an open order via the trash can (see 4).

The Action lines (see 3) take you to the detailed view of the order.

A new order is created by “Create New Order” (see 4). Afterwards you have to move into the order.

## Order details

Order No. 93  
Customer Versand interne Mitarbeiter  
Status open

Image	Item	Item No.	Color Code	Size Code	Unit Price	Total Price	Delivery Date	Qty.	Qty. Pair	Actions
	Alain Sneaker	11212346	H001	4081	€396.80	€793.60	31/01/2026	2	16	<span>2</span> <span>1</span>
	Alain Sneaker	11212346	H001	4082	€396.80	€396.80	31/01/2026	1	8	<span>4</span>

3 + Add new line GTIN 4

Total Quantity: 3    Total Pairs: 24    Total price: €1,190.40

5 Submit order

The recycle bin (see 1) can be used to delete line by line. A dialog box can be opened by the label icon (see 2) if a comment should be stored in the current line

You can either directly scan the barcode of the product/sample (see 4) or input an article no. manually (see 3) if you want to add a new line.

Item No.\* 11212346    Color Code\*    Size Code\*    Delivery Date\*    Quantity\* 0    Comment

Total Quantity: 3    Total Pairs: 24

H001 black/white  
H031  
H001

The order is closed by Submit Order (see 5) and is sent to our system. Our Customer Service will keep track of the further processing.