



# Building Plastics, Inc.

[www.bpidecosurf.com](http://www.bpidecosurf.com)

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<b>Nashville</b>	507 Mapleleaf Dr.	Nashville, TN 37210	800-765-1274	615-391-3901	Fax 800-723-7331
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<b>Dallas</b>	9400 N. Royal Lane, Ste 130	Irving, TX 75063	800-765-1274	972-871-8922	Fax 214-492-0980
<b>Houston</b>	15080 Sommermeyer, Ste 600	Houston, TX 77041	800-765-1274	713-896-9001	Fax 713-896-9006
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# Using Net xPress

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# Introduction

**Net xPress** is a system that gives you the ability via the internet to:

- View inventory
- Verify dealer-specific pricing
- View complementary item
- Process an order
- View account information
  - Open invoices
  - Open orders
  - Invoiced orders
  - Purchases by Product

## Prerequisite

- High Speed Internet Connection
- Net xPress User and Password

## User ID/ Password Enrollment

Dealer to request User ID and Password per person that will be utilizing Net xPress by completing the User Application and faxing to 1.800.375.0311. BPI will assign User ID and Password then email information back when the user has been activated. A link is available on [www.bpidecosurf.com](http://www.bpidecosurf.com) where you can fill out the application online to print and fax to 1.800.375.0311 or use the form on page 2.

## User ID Deactivation

Dealer is responsible to request User Deactivation as needed. There is a link available on [www.bpidecosurf.com](http://www.bpidecosurf.com) where you can fill out request online to print and fax to 1.800.375.0311.

## Net xPress Availability

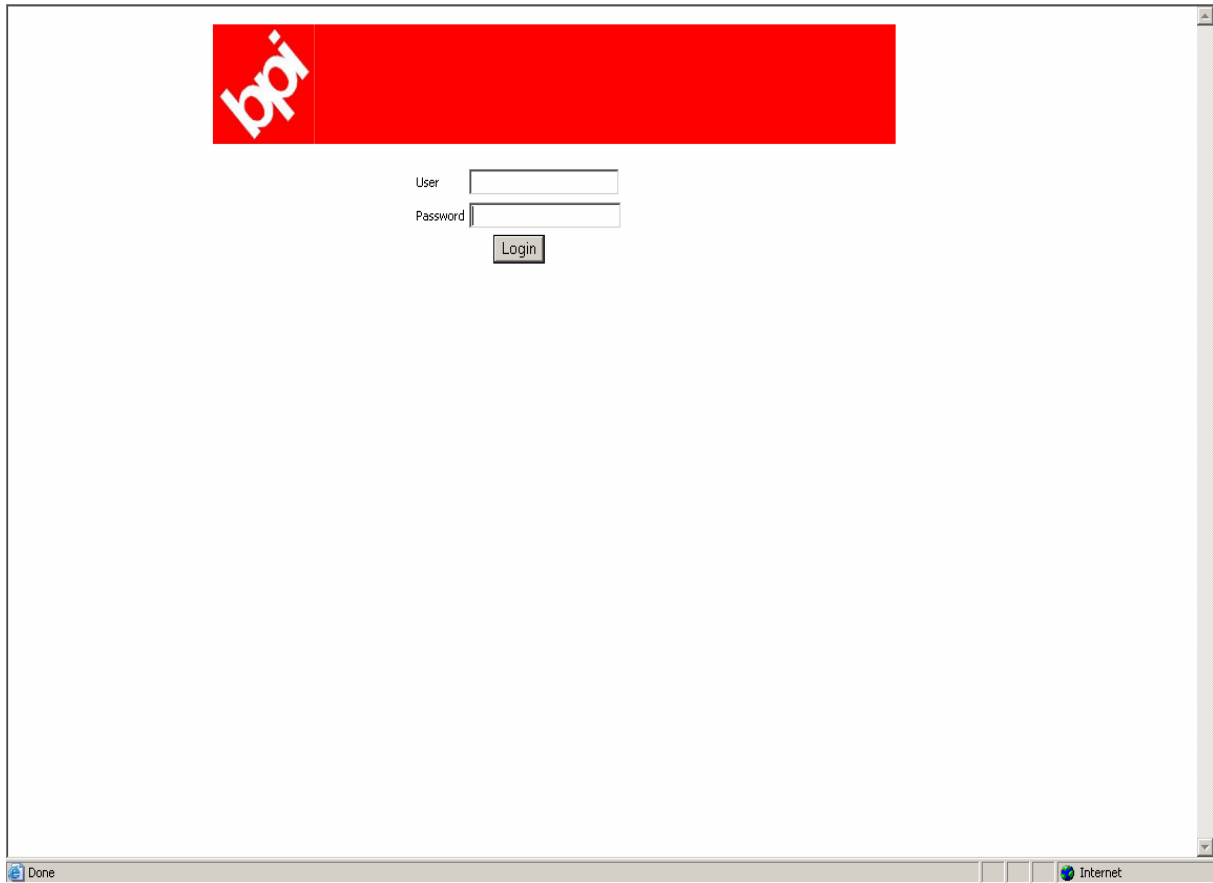
Net xPress is available 7 Days a week—24 hours a Day except the following times due to system back up.

- |                 |                  |
|-----------------|------------------|
| Monday—Thursday | 7:30 to 8:00 pm  |
| Friday          | 12:00 to 3:00 am |
| Sunday          | 5:00 to 6:00 am  |

# Utilizing Net xPress

## Login

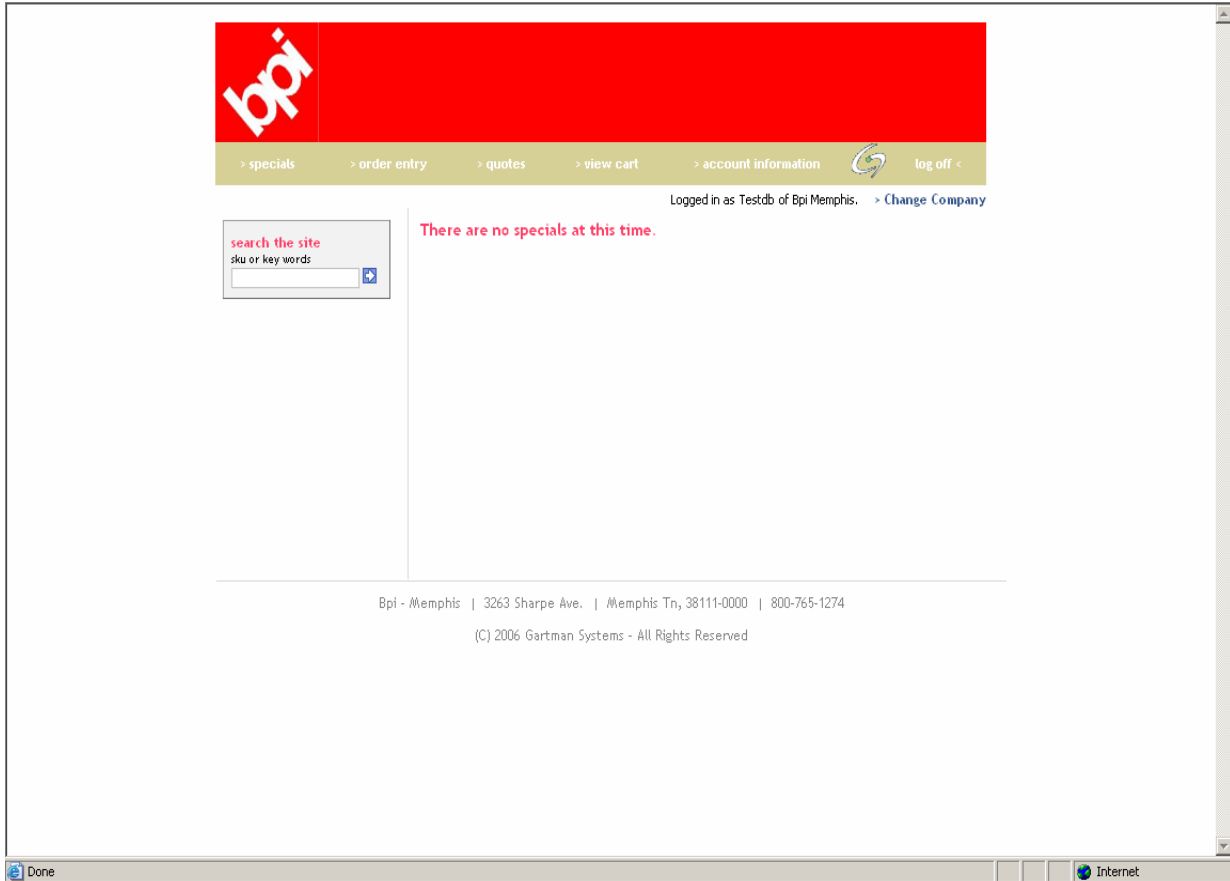
Log into Net xPress via internet link [www.bpidecosurf.com](http://www.bpidecosurf.com) Click on the Net xPress Link. Enter your Net xPress user ID and password and click the **Login** button or press Enter to begin your session.



The screenshot shows a web browser window displaying the login page for Net xPress. At the top, there is a red banner with the 'bpi' logo on the left. Below the banner, the login form consists of two text input fields: 'User' and 'Password'. A 'Login' button is located below the 'Password' field. The browser's taskbar at the bottom shows the 'Done' button on the left and the 'Internet' icon on the right.

# Specials Page

The **Specials Page** displays your login name and company at the top right corner as well as the items that are on sale today. If the user does not have price authority, the prices will not be displayed. *(Currently not in use)*



You may click on any of the links at the top of the page at anytime to do the following:

- |                       |                                  |
|-----------------------|----------------------------------|
| > specials            | Return to the Specials Page      |
| > order entry         | Begin a new order                |
| > quotes              | View quoted prices               |
| > view cart           | View the shopping cart           |
| > account information | View account information         |
| > log off             | Log out of the Net xPress system |

You can also click on the items displayed on special to begin an order or use the '**search the site**' section at the left of the page by entering the SKU or Item Description to search for an item you wish to purchase.

**NOTE: When using description add an \* as a wild card at the end.  
Example: Enter adventure\* when searching for Adventure Plank**

The company and address located at the bottom of the page is the location that services your account.

# Changing Companies

If you have multiple companies that are assigned to your login, you may click on the **Change Company** button to display a list of assigned companies from which you may choose.

Only users who have access to more than one company will see the Change Company link shown below.

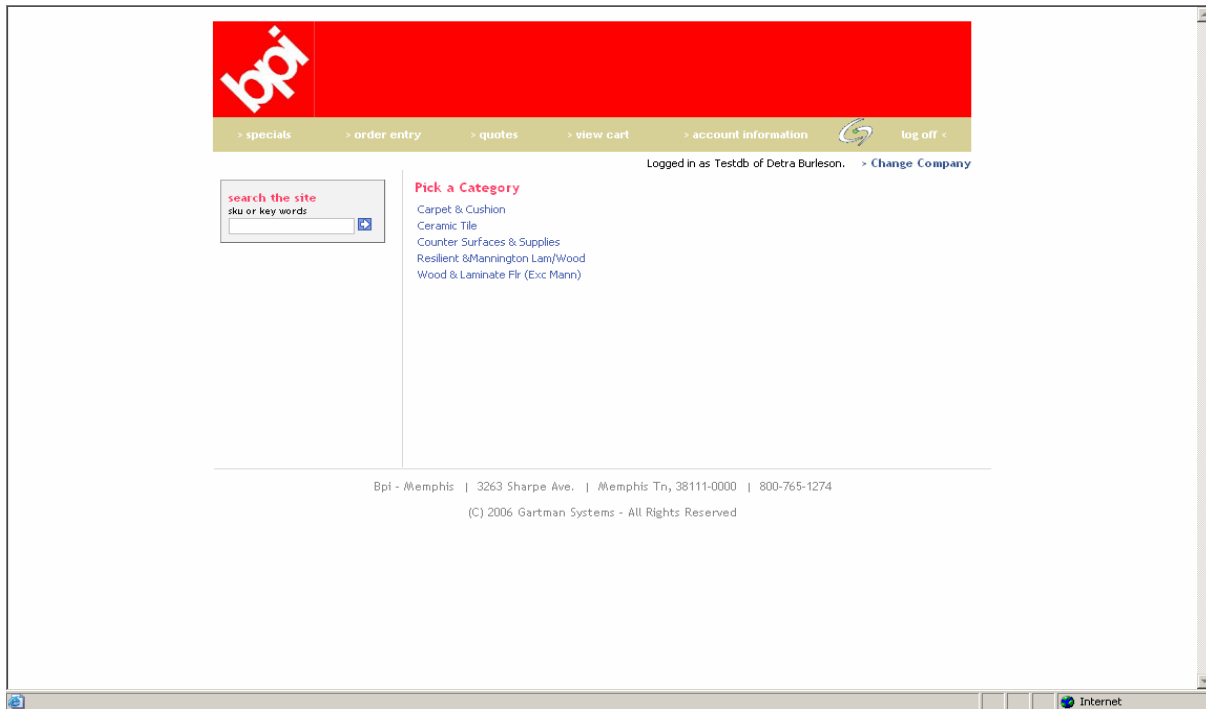
To change companies, click on the button by the desired company and click on **Submit**. When the company has been changed, the contact information at the bottom of the page will be updated with the new company's service location information if different than the original company.

**NOTE:** If you choose to change your company, any material remaining in your shopping cart will be removed.

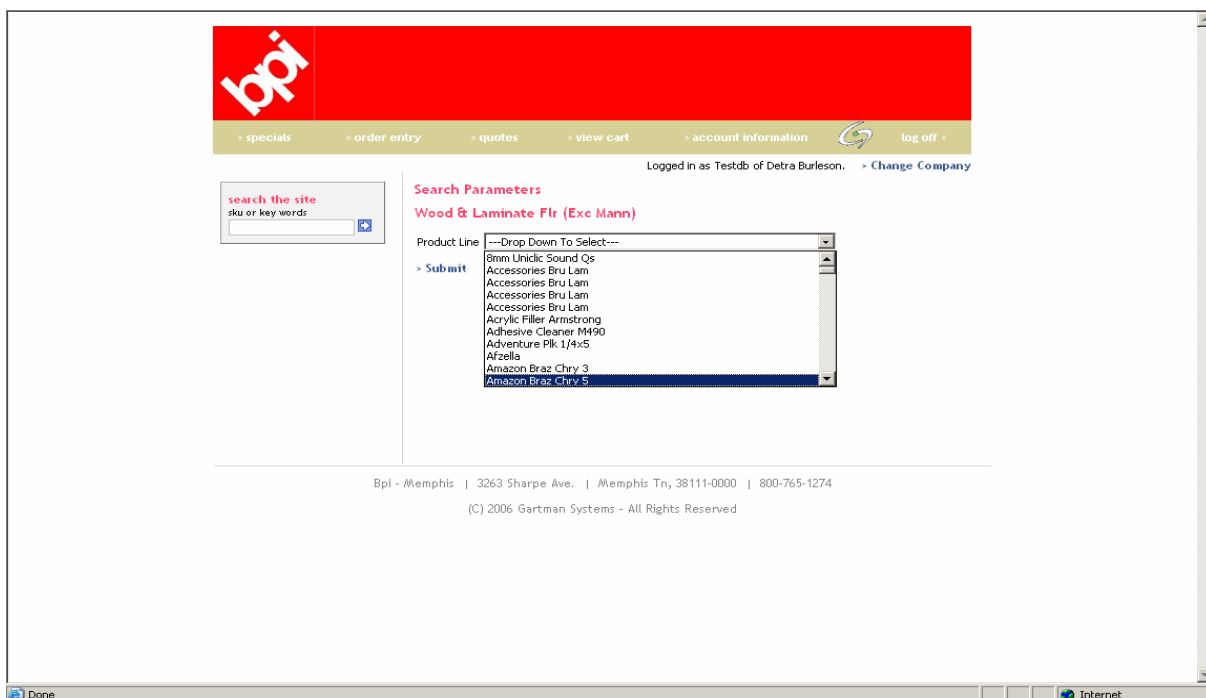


# Order Entry

One method of creating a new order is to click on the **> order entry** link at the top of the page. A list of the divisions available for purchase will be displayed. See the following example:



Click on a category description to begin searching for material you wish to order. Then click on the drop down menu to select the product line (style) within the main category. Highlight the product line and click on **Submit**.



# Order Entry

The screenshot displays the Bpi Order Entry interface. At the top, there is a red header with the Bpi logo and a navigation menu with links: > specials, > order entry, > quotes, > view cart, > account information, and log off <. Below the navigation, it shows the user is logged in as Testdb of Debra Burleson, with a > Change Company link. On the left, there is a search box labeled 'search the site' with the prompt 'sku or key words:' and a search button. The main content area is titled 'Search Items: Parameters Results' and contains a table with the following data:

Item	Description	Color	On Hand	Quantity	Unit of Measure
E-180	Adventure Plk 1/4x5 37.5	NATURAL	40 CT ( 1,500.12 SF )	<input type="text"/>	CT
E-181	Adventure Plk 1/4x5 37.5	GUNSTOCK	118 CT ( 4,425.236 SF )	<input type="text"/>	CT
E-186	Adventure Plk 1/4x5 37.5	BUTTERSCOT	36 CT ( 1,350.072 SF )	<input type="text"/>	CT
E-187	Adventure Plk 1/4x5 37.5	SADDLE	41 CT ( 1,537.582 SF )	<input type="text"/>	CT

Below the table, it indicates '4 records found' and provides a > Add to Cart link. There is also a 'Search Within Search Results' section with a search box and links for > Search Within Results, > Search Site, and > Reset Search. At the bottom, the current search text is displayed as empty. The footer contains contact information: Bpi - Memphis | 3263 Sharpe Ave. | Memphis Tn, 38111-0000 | 800-765-1274 and a copyright notice: (C) 2006 Gartman Systems - All Rights Reserved.

Once selections have been made from either of the previous **Search Parameters** page, the next page will display stock detail for the items that matched the selection criteria.

**NOTE: To display price click on the Item to view additional details.**

Enter the quantity and click **Add to Cart**. You may click on the **> order entry** link to restart your search by division.

At any time, you may enter an item number or description in the "search the site" section at the left of the page to look for a specific item.

**NOTE: When using description add an \* as a wild card at the end.  
Example: Enter adventure\* when searching for Adventure Plank**

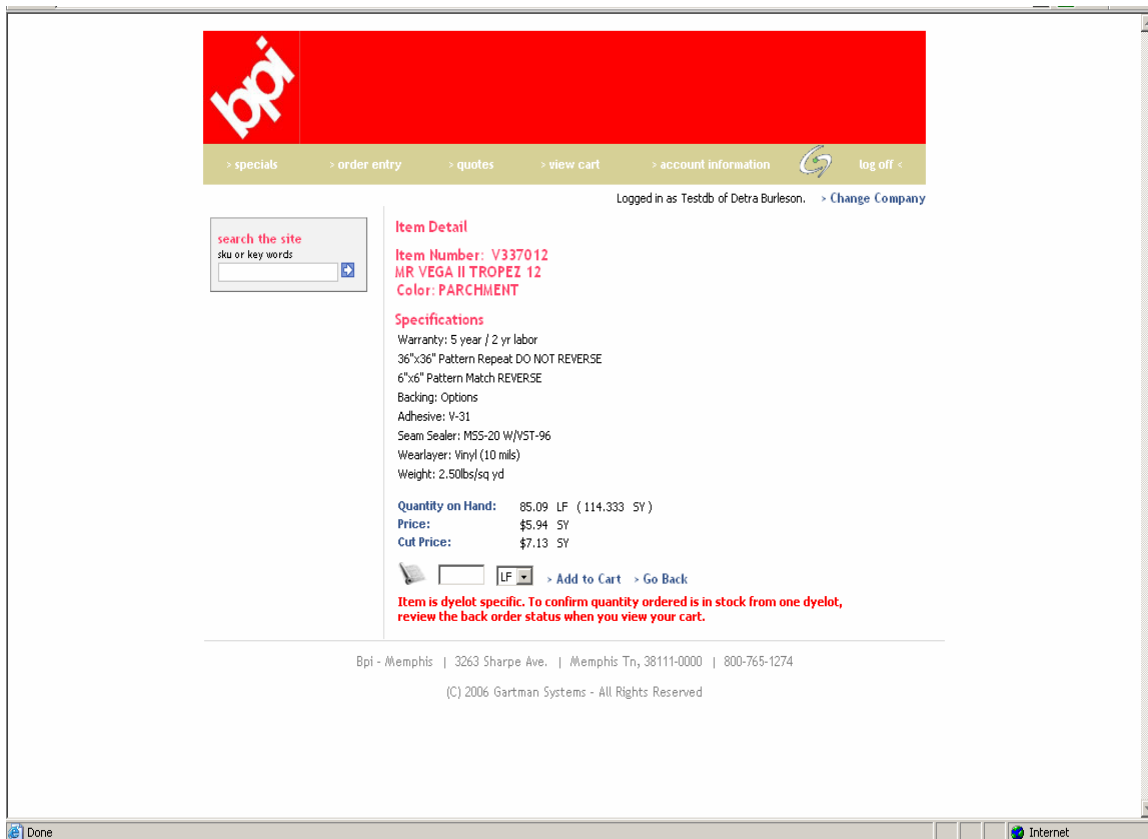
Finally, you may enter a description or item number in the '**Search Within Search Results**' field at the bottom to narrow the current selections. In the event that your search within results has returned no acceptable records, you may click on the **> Reset Search** link to return to the original search results. You may also click on **> Search Site** to search for the item within the entire database. The **> Search Site** link performs the same function as the search box at the top left.


# Order Entry

Click on the Item Number to view more detailed information for that item. The **Item Detail** page displays detail information including price and specification information, if applicable.

Prices may be hidden by restricting price authority in the **User File**. This is user defined by the owner when submitting the application.

You may place an order for the selected item by entering a quantity and clicking on **> Add to Cart**, or you may click on the **Back** button on your internet browser or on **> Go Back** to return to the previous page.



Roll good items such as carpet and sheet vinyl will display a roll indication  as shown above.

Clicking on this indicator will allow you to view and select full rolls or roll balances from inventory.

# Order Entry

[specials](#) > [order entry](#) > [quotes](#) > [view cart](#) > [account information](#) [log off](#) <

Logged in as Testdb of Detra Burleson. > [Change Company](#)

search the site  
sku or key words

**Roll Selection**  
V342912 MR VEGA II ENCORE 12

Serial #	Lot #	Status	Quantity	Warehouse
<input type="checkbox"/> 12000378	F	Measured Roll	5.07 LF ( 7.44 SY )	MEMPHIS
<input type="checkbox"/> 12086104	G	Full Roll	150.00 LF ( 200.00 SY )	MEMPHIS
<input type="checkbox"/> 12086956	G	Balance Roll	93.06 LF ( 124.667 SY )	MEMPHIS
<input type="checkbox"/> 21553352	F	Measured Roll	5.00 LF ( 6.667 SY )	MEMPHIS

> [Go Back](#) > [Add Selections to Cart](#)

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(C) 2006 Gartman Systems - All Rights Reserved

Each roll balance in inventory for the selected item will display indicating the serial number and/or dye lot, status of the item, roll size, and name of the warehouse where the material is located. Click on the check box next to the roll you wish to purchase, and then click on **> Add Selections to Cart**. Multiple rolls may be selected at one time before adding to the cart.

When certain items are added to your shopping cart, they will display an additional page which suggests ordering items that are related to the selected item. These items **complement** the sale of the original item such as the adhesives and trims.

You may order an item from this page by entering amounts in the 'Quantity' field and clicking on **>Add to Cart**, or you may display the details of the item by clicking on the Item Number. If you prefer not to order any you can click **> Skip Complementaries**

[specials](#) > [order entry](#) > [quotes](#) > [view cart](#) > [account information](#) [log off](#) <

Logged in as Testdb of Detra Burleson. > [Change Company](#)

search the site  
sku or key words

**May We Also Suggest...**

Item	Description	Color	On Hand	Quantity and Unit of Measure
TKU200	Touch-Up Kit 6	SEE SPECS	39 EA	<input type="text"/> EA
T-972	Threshold 5/8x2x78 10	MELLOW	21 PC	<input type="text"/> PC
T-522	Tmold 1/4x2x78	MELLOW BR	101 PC	<input type="text"/> PC
T-774	Base Shoe 15/16x113/16x78	MELLOW	call for availability	<input type="text"/> PC
T-744	Quarter Round 3/4x78 10	MELLOW	62 PC	<input type="text"/> PC
T-832-78	Stairnose 3/8x23/4x78 Ro 10	MELLOW	25 PC	<input type="text"/> PC
FIL27-1	Bruce Acrylic Filler	SADDLE	84 EA	<input type="text"/> EA
T-822	Reducer 3/8x11/2x78 10	MELLOW	36 PC	<input type="text"/> PC

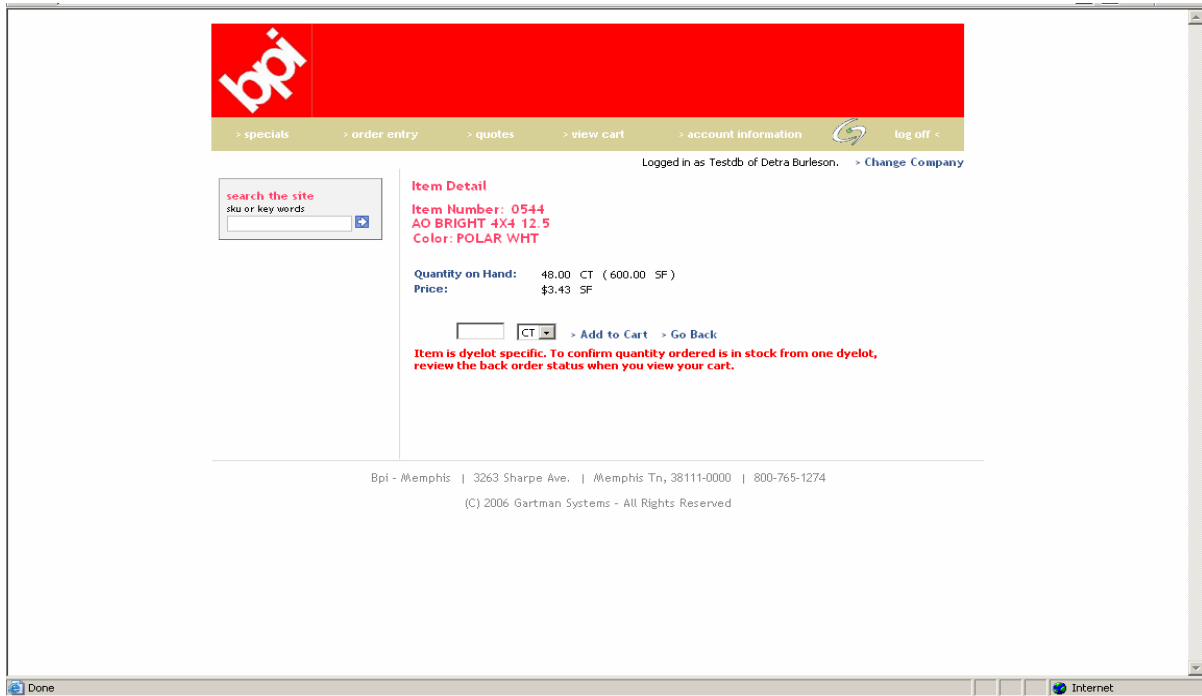
8 records found  
> [Add to Cart](#) > [Skip Complementaries](#)

Bpi - Memphis | 3263 Sharpe Ave. | Memphis Tn, 38111-0000 | 800-765-1274  
(C) 2006 Gartman Systems - All Rights Reserved

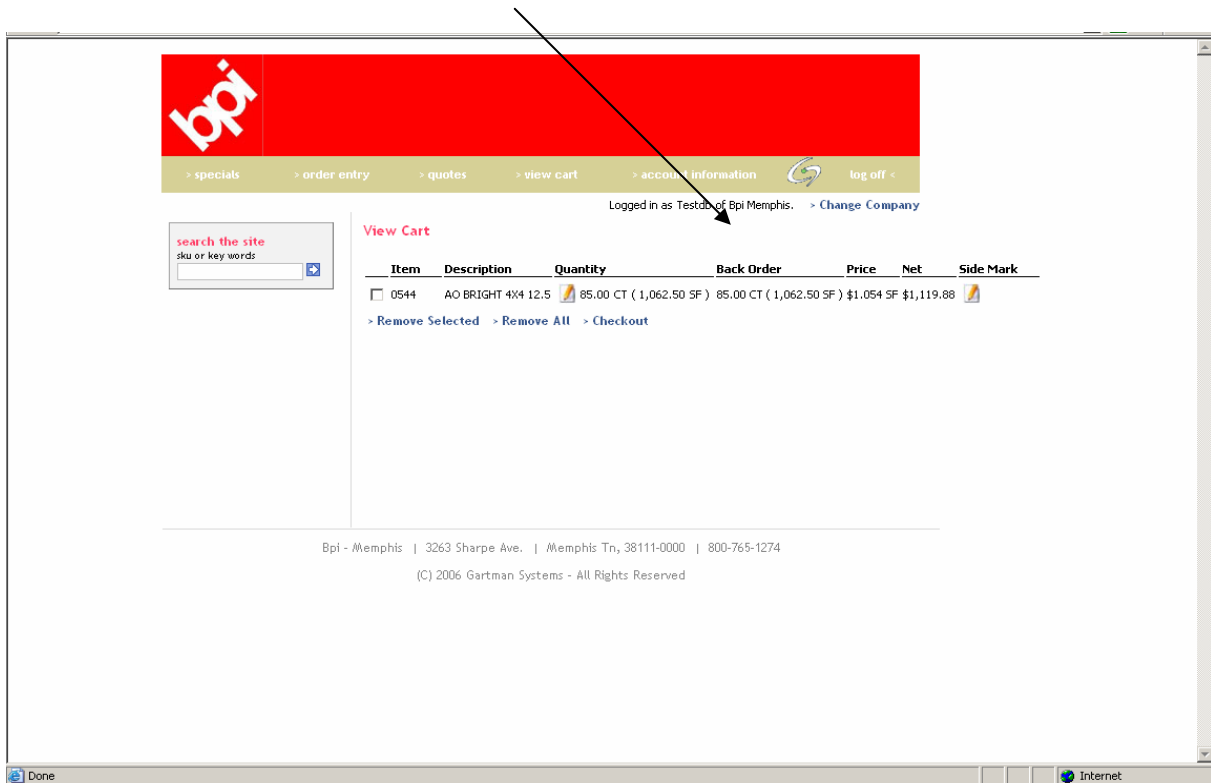
# Order Entry

Dyelot specific SKU's will note in red at the bottom of the page.

'Item is dyelot specific. To confirm quantity ordered is in stock from one dyelot, review the back order status when you view your cart'.

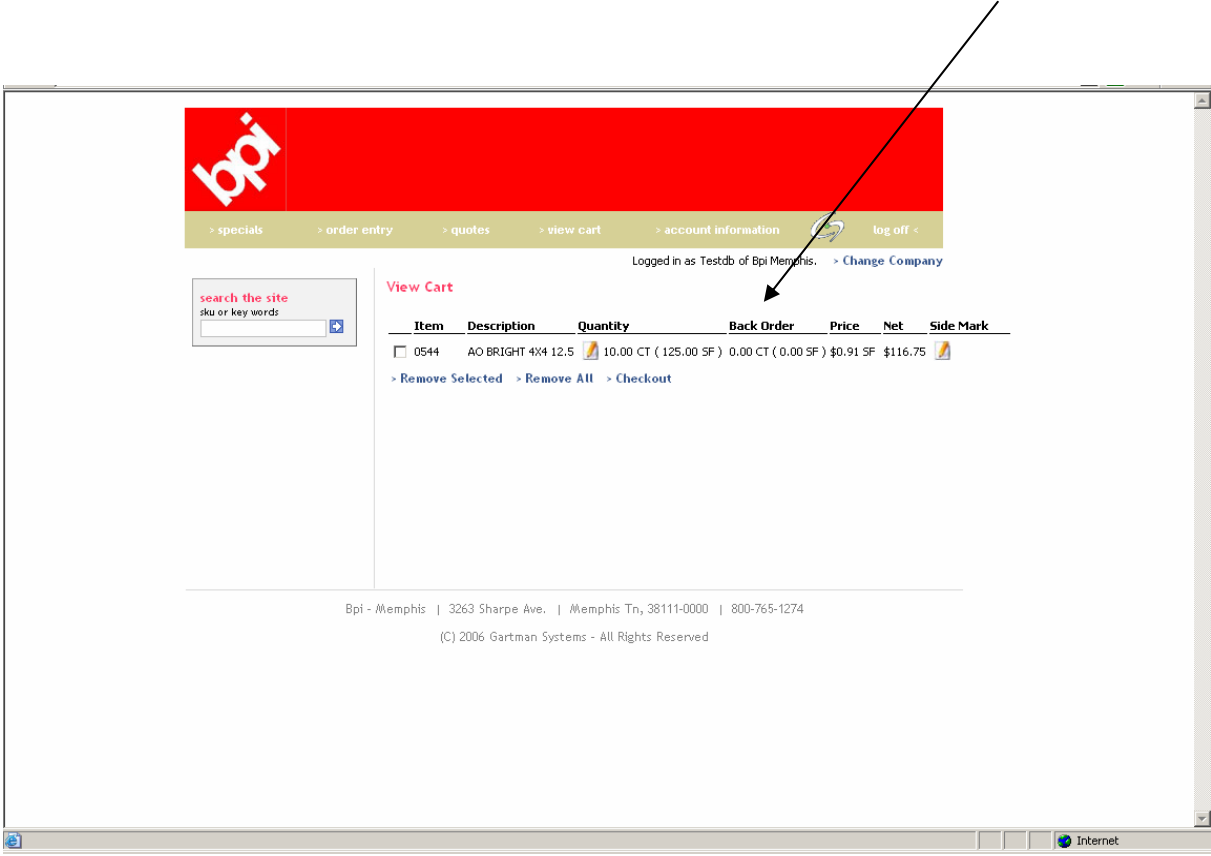


If the quantity is not available in one dyelot, the order will be placed on backorder. See below screen for example of backorder status.



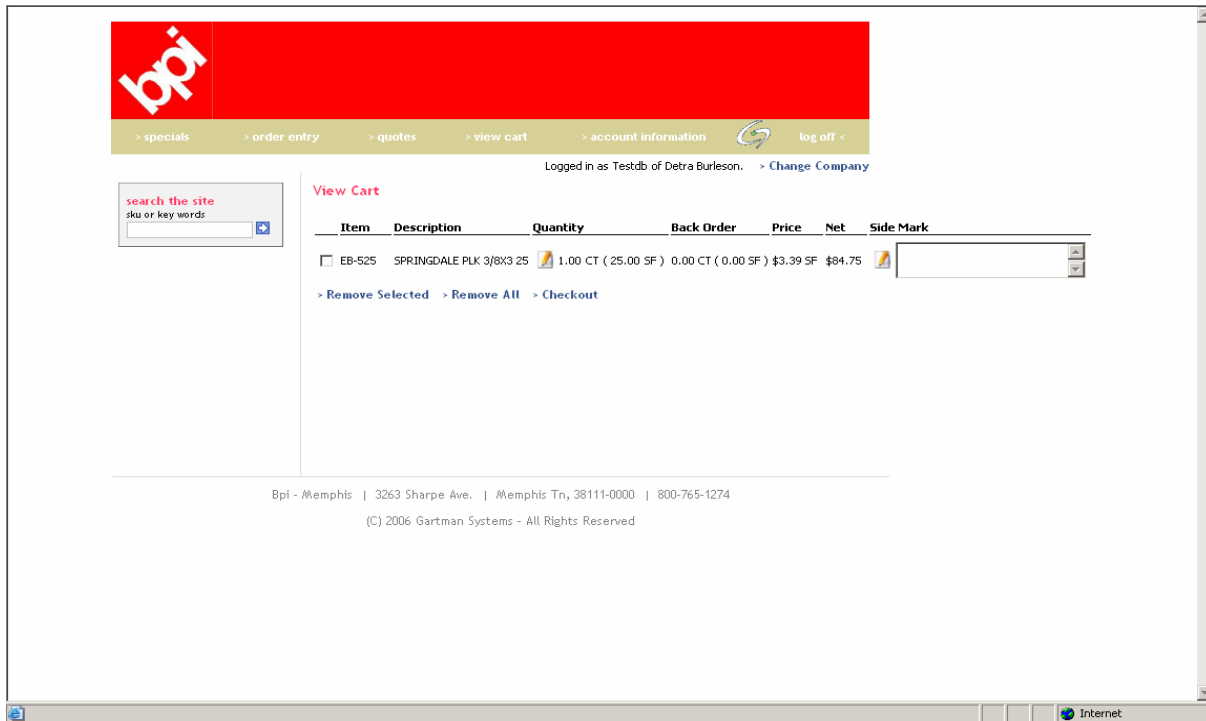
# Order Entry

If the quantity is available in one dyelot, the backorder quantity will be 0.00.



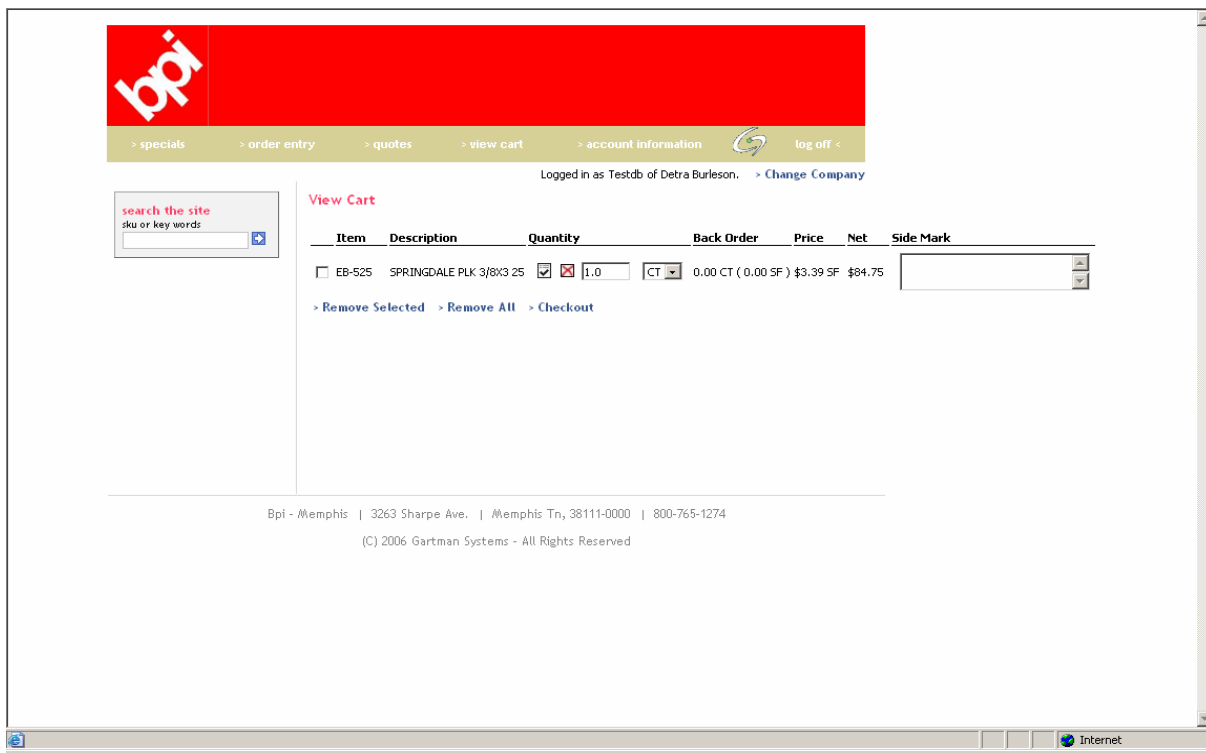
# View Cart

Items that have been selected to purchase may be viewed by clicking on **> view cart** at the top of the page, or by adding items to your shopping cart. See the following example:



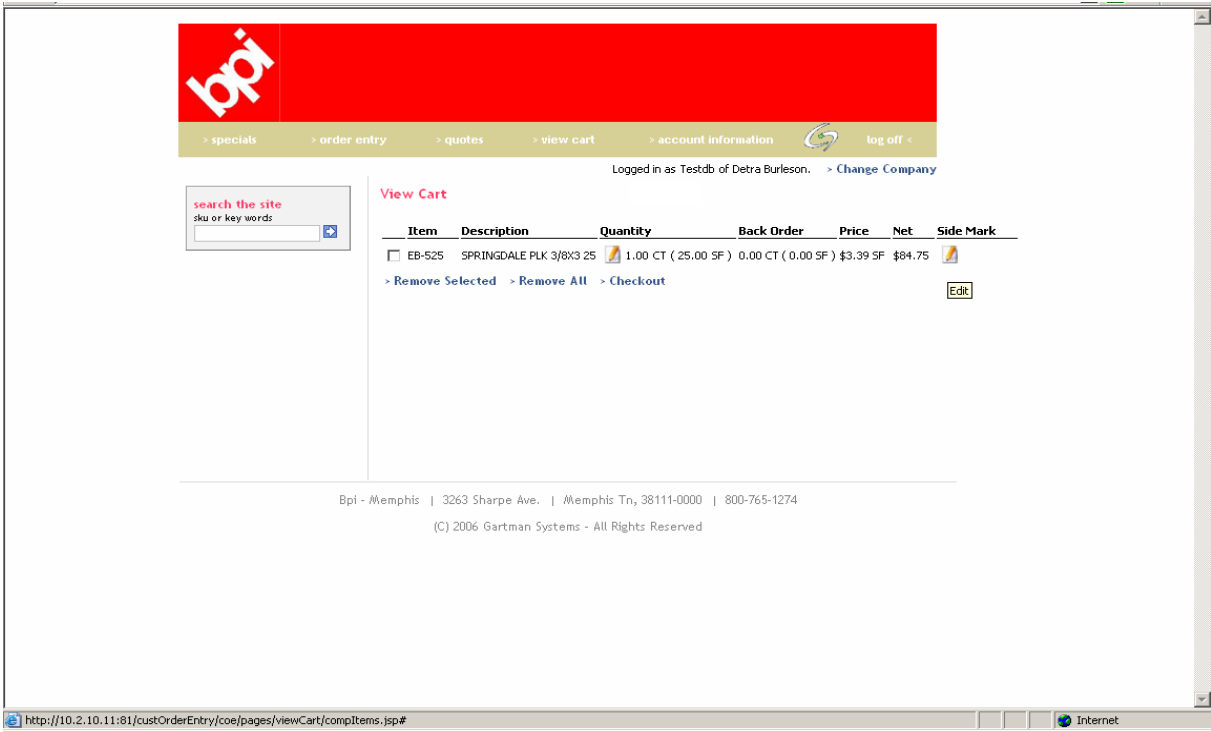
If the items in the cart were added in error, you may click in the check box beside the item and click on **> Remove Selected** to remove the selected items from your cart. Click on **> Remove All** to clear your shopping cart.

You may change the quantity of an item by clicking on the notepad icon under the 'Quantity' column. The quantity will be enabled for you to change as desired. Click the  button after you have made the quantity change.

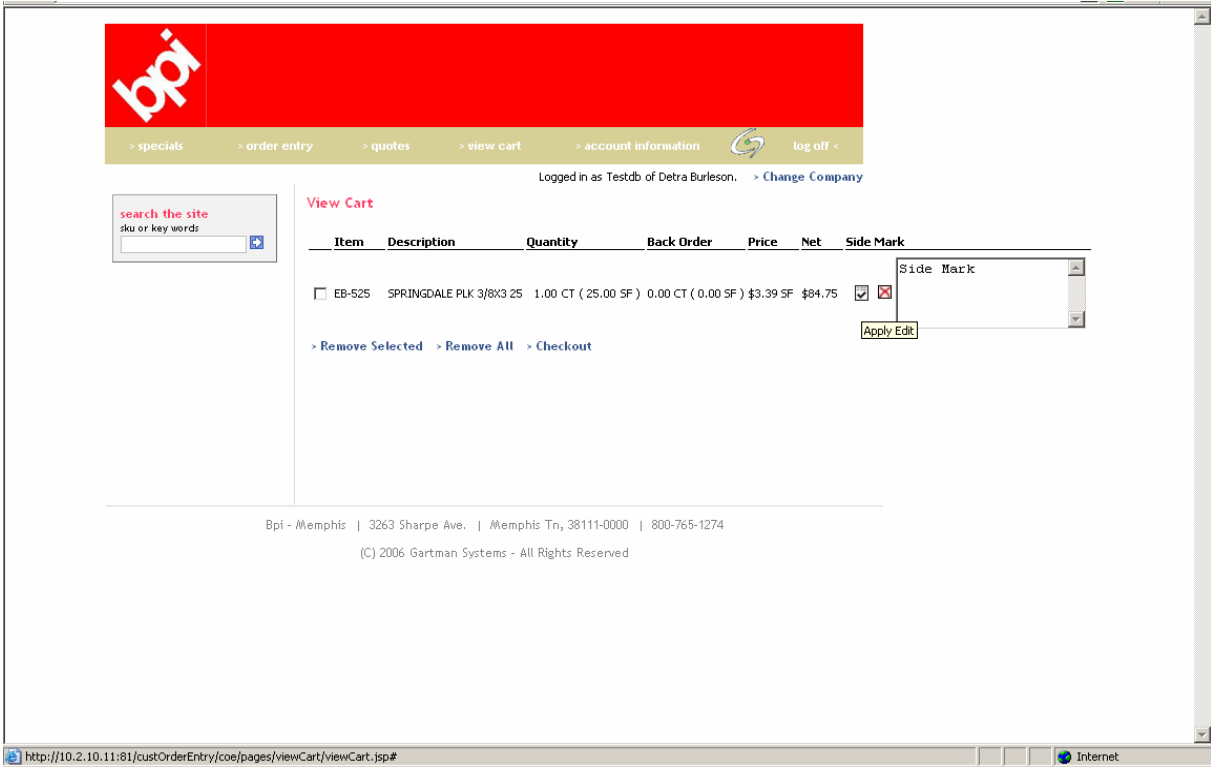


# View Cart

You can add a side mark per line if needed. Click on the pencil icon under Side Mark.



Enter side mark and then click on the **Check** icon.



# Checkout

Click on the **>Checkout** button from the bottom of your shopping cart and the Shipping page will display. Enter your PO# , Contact and Order Sidemark in the appropriate fields.

The screenshot shows the BPI website's shipping page. At the top is the BPI logo and a navigation menu with links for specials, order entry, quotes, view cart, account information, and log off. Below the navigation is a search box and a 'Shipping' section. The 'Shipping' section has a dropdown menu for 'Select Address' and a 'Via' dropdown menu. The 'Via' dropdown is currently set to 'BPI TRUCK'. The form fields are populated with the following information: Name: DETRA BURLESON, Address 1: 8675 HAVENHURST DRIVE, City: GERMANTOWN, State: TN, Zip: 38138-0000, PO #: (blank), Contact: (blank), and Requested Ship Date: (calendar icon). The 'Side Mark' dropdown is set to 'S/II'. At the bottom of the form is a '> Continue to Checkout' button. Below the form is contact information for BPI in Memphis and a copyright notice for Gartman Systems.

The Dealer's primary Ship To address will be automatically displayed. If an account has additional Ship to addresses set up, then you can click on the drop down menu for **'Select Address'** and choose the appropriate ship to address from the list. Once an address is selected, the information will populate in the appropriate fields.

**Note: If the Ship Via is a Pick Up, the Shipping Name and Address will be blank until the order is finalized.**

The screenshot shows the BPI website's shipping page with the 'Via' dropdown menu set to 'MPHS/PUP'. The form fields are populated with the following information: Name: (blank), Address 1: (blank), City: (blank), State: (blank), Zip: (blank), PO #: (blank), Contact: (blank), and Requested Ship Date: (calendar icon). The 'Side Mark' dropdown is set to 'S/II'. At the bottom of the form is a '> Continue to Checkout' button. Below the form is contact information for BPI in Memphis and a copyright notice for Gartman Systems.

The Dealer's normal method for shipment will be automatically displayed as the Ship Via. You may change the method of the Via by clicking on the drop down menu for **'Via'**. Below are the methods of shipments available.

**BPI TRUCK** BPI Delivery Truck

**PICK UP** You must select your servicing branch pick up code (Note: See Bottom of screen)

MPHS/PUP	Memphis, TN	DAL/PUP	Dallas, TX	HUN/PUP	Huntsville, AL
ARK/PUP	Little Rock, AR	HOU/PUP	Houston, TX	NASH/PUP	Nashville, TN
JAC/PUP	Jackson, MS	SA/PUP	San Antonio, TX	CS/PUP	Caesar Stone Memphis, TN
MBL/PUP	Mobile, AL	NO/PUP	New Orleans, LA		

# Checkout

Review and confirm shipping information then click **>Change Shipping Information** if you need to change. Click **>Checkout Now** to get your confirmation page which will display your order number(s) and details of the order.

Use the **Print** button of your internet browser to print a copy for your records. Any changes that need to be made after you finalize the order must to be coordinated with Customer Service.

The screenshot shows a web browser window with the following content:

**Thank You - Microsoft Internet Explorer**

Address: <http://10.2.10.11:81/custOrderEntry/coe/pages/orderEntry/createOrder/thankYou.jsp>

**bpi**

Navigation: > specials | > order entry | > quotes | > view cart | > account information | log off <

Logged in as: Testdb of Detra Burleson. > Change Company

search the site (sku or key words)

**Your order has been completed. You may print this page for your records.**

Name: DETRA BURLESON      Via: BPI TRUCK  
 Address 1: 8675 HAVENHURST DRIVE      Route:      PO #: 12345  
 Address 2:      City: GERMANTOWN      Contact: Detra Burleson  
 State: TN      Ship Date: 9/23/08  
 Zip: 38138-0000

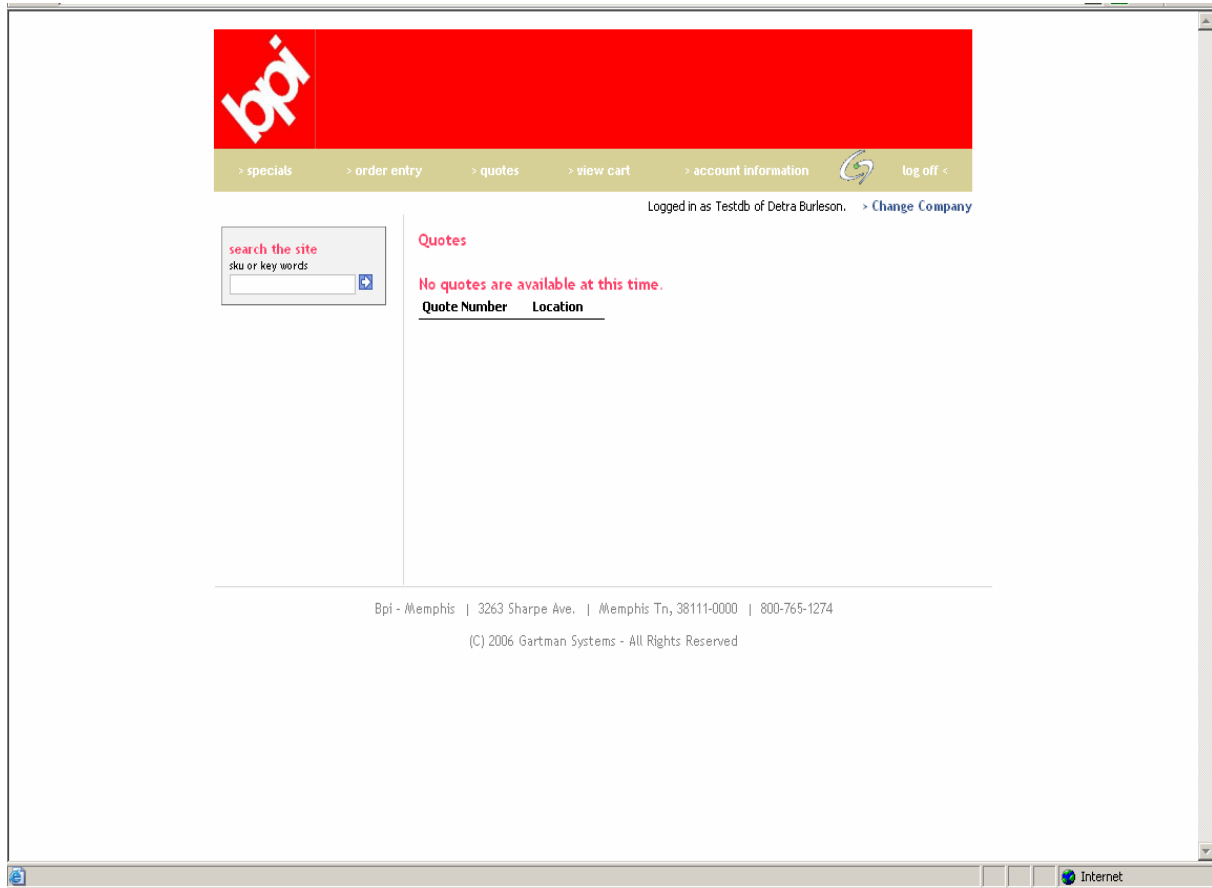
Side Mark: S/H Side Mark

Order Number	Item Number	Description	Ordered	Back Ordered	Unit Price	Net Price	Side Mark
1-1-30745-0	EB-525	SPRINGDALE PLK 3/8X3 25 25.00 SF	0.00 SF		\$3.19 SF	\$84.75	
Merchandise Amount					\$84.75		
Discount					\$0.00		
Freight					\$0.00		
Miscellaneous					\$0.00		
Delivery					\$0.00		
Restocking Chg					\$0.00		
Tennessee State Tax					\$5.93		
Shelby County Tax					\$1.91		
<b>Total Amount Due</b>					<b>\$92.59</b>		

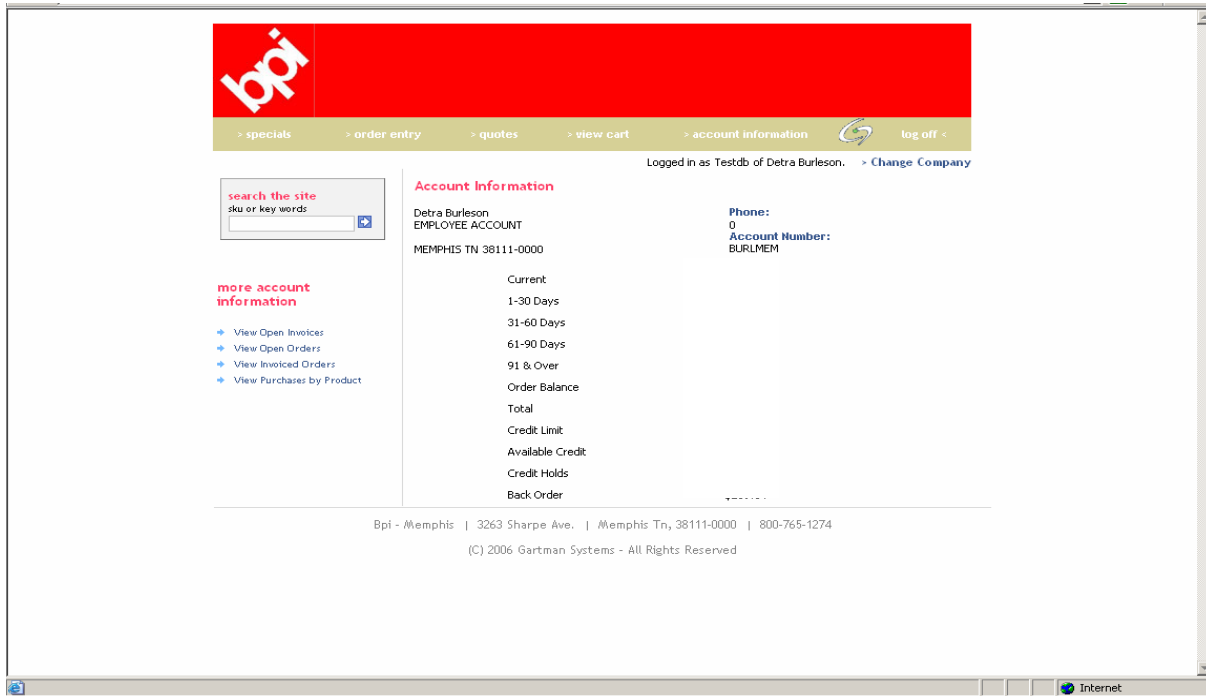
Done      Bpi - Memphis | 3263 Sharpe Ave. | Memphis Tn, 38111-0000 | 800-765-1274      Internet

# Quotes

The quote system is under development.



# Account Information



The Account Information page allows you to view details including company name, address, phone number, and account number.

If the user is authorized to View Account Details on the User Application additional information will be displayed such as:

- Total outstanding (unpaid) invoices by age
- Total open (unshipped) order balance
- Total outstanding balance (unpaid invoices and unshipped orders)
- Total credit line
- Available credit
- Amount of open orders that are currently on credit hold
- Total back order balance

You also have additional account information available by clicking on any of the following links on the left:

- **View Open Invoices**
- **View Open Orders**
- **View Invoiced Orders**
- **View Purchases by Product**

# Account Information

## View Open Invoices

Click on the **View Open Invoices** link at the left of the **Account Information** page to view a listing of open (unpaid) invoices.

The screenshot shows the BPI website's account information page. At the top, there is a red header with the BPI logo and a navigation menu with links for specials, order entry, quotes, view cart, account information, and log off. Below the navigation, the user is logged in as 'Testdb of Detra Burleson' and can click to 'Change Company'. On the left, there is a search box and a 'more account information' section with links for 'View Open Invoices', 'View Open Orders', 'View Invoiced Orders', and 'View Purchases by Product'. The main content area displays a table of open invoices with columns for Invoice #, Order #, P.O. #, Due Date, and Amount. The table lists five invoices, with the last one having a total amount of \$92.59. Below the table, it states '5 records found'. At the bottom, there is contact information for BPI in Memphis, TN, and a copyright notice for Gartman Systems.

Invoice #	Order #	P.O. #	Due Date	Amount
C25485	1-1-029615-0		2008-05-28	-\$33.31
531963	1-1-029650-0	NOWORKEMRIGHT	2008-04-11	\$468.41
531967	1-1-029165-0		2008-04-21	\$0.00
531986	1-1-029411-0	school	2008-05-28	\$1,474.33
531988	1-1-029338-0		2008-05-28	\$92.59

You may click on the **Invoice Number** to view details of the invoice including items purchased, shipping information, and order totals.

The screenshot shows the BPI website's open invoice details page for invoice 531963. The page header and navigation are the same as in the previous screenshot. The main content area displays the invoice details, including the invoice number (531963) and order number (1-1-029650-0). Below this, there is a table of items ordered with columns for Item #, Description, Quantity, Unit Price, and Extended Price. The table shows one item: AO BRIGHT 4X4 12.5, with a quantity of 125.00 SF, a unit price of \$3.43, and an extended price of \$428.75. Below the items table, there is a 'Shipping Information' section with details for the ship to name, address, city, state, zip code, ship via, P.O. #, contact, ship date, and order date. At the bottom, there is an 'Order Total' section with a breakdown of the total amount, including merchandise amount, discount, freight, miscellaneous, delivery, restocking charge, Tennessee state tax, and Shelby county tax.

Item #	Description	Quantity	Unit Price	Extended Price
0544	AO BRIGHT 4X4 12.5	125.00 SF	\$3.43	\$428.75

**Shipping Information:**

Ship To Name: BPI - MEMPHIS  
Address: 3263 SHARPE AVE.  
City, State: MEMPHIS TN  
Zip Code: 381110000

Ship Via: MPHS/PU  
P.O.#: NOWORKEMRIGHT  
Contact:  
Ship Date: 2008-04-14  
Order Date: 2008-04-02

**Order Total:**

Merchandise Amount: \$428.75  
Discount: \$0.00  
Freight: \$0.00  
Miscellaneous: \$0.00  
Delivery: \$0.00  
Restocking Chg: \$0.00  
Tennessee State Tax: \$30.01  
Shelby County Tax: \$9.65

# Account Information

## View Open Orders

Click on the **View Open Orders** link on the left of the **Account Information** page to view a list of open (unshipped) orders.

The screenshot shows the BPI website's account information page. At the top, there is a red header with the BPI logo and a navigation menu with links for specials, order entry, quotes, view cart, account information, and log off. Below the navigation, a search bar and a 'more account information' section with links for invoices, open orders, and purchases are visible. The main content area is titled 'Open Orders' and contains a table with columns for Order #, Delivery Date, Tracking #, P.O. #, Ship Via, and Amount. The table lists 12 orders, with the first one being order 1-1-30076-0. At the bottom of the page, there is contact information for BPI in Memphis and a copyright notice for Gartman Systems.

Order #	Delivery Date	Tracking #	P.O. #	Ship Via	Amount
1-1-30076-0	2008-06-04		123456	MPHS/SHIPMENT	\$23.59
1-1-30077-0	2008-06-05		123456	MPHS/SHIPMENT	\$93.68
1-1-30078-0	2008-06-06		123456	MPHS/SHIPMENT	\$374.73
1-1-29890-0	2008-05-09			MPHS/PU	\$980.17
1-1-29615-0	2008-05-28			MPHS/PU	-\$190.16
1-1-29598-0	0001-01-01			NEXT AVAILABLE	\$46.84
1-1-29443-0	2008-04-11			MPHS/PU	\$2.21
1-1-29441-0	2008-04-11			MPHS/PU	\$2.21
1-1-29435-0	2008-03-20				\$245.24
1-1-29416-0	2008-05-13			MPHS/PU	\$787.37

You may click on the **Order Number** to view more detailed information, such as items purchased, shipping information, and order totals.

The screenshot shows the 'Open Order Detail for Order: 1-1-30076-0' page. It features a table of 'Items Ordered' with columns for Item #, Description, Quantity, Unit Price, Extended Price, and Status. Below the items table, there is a 'Shipping Information' section with details for the ship-to name, address, city, state, zip code, ship via, P.O. #, contact, delivery date, and order date. At the bottom, an 'Order Total' section lists various charges including merchandise amount, discount, freight, miscellaneous, delivery, restocking charge, Tennessee state tax, and Shelby county tax.

Item #	Description	Quantity	Unit Price	Extended Price	Status
05S3419T	AO BASE 4X6 SET ON	10.00 EA	\$2.02	\$20.20	OPEN
05S4449	AO BRIGHTS 4X4 BULLNOSE	1.00 EA	\$1.39	\$1.39	OPEN

**Shipping Information:**

Ship To Name: BPI - MEMPHIS  
 Address: 3263 SHARPE AVE.  
 City, State: MEMPHIS TN  
 Zip Code: 381110000

Ship Via: MPHS/SHIPMENT  
 P.O.#: 123456  
 Contact: Detra Burleson  
 Delivery Date: 2008-06-04  
 Order Date: 2008-06-04

**Order Total:**

Merchandise Amount: \$21.59  
 Discount: \$0.00  
 Freight: \$0.00  
 Miscellaneous: \$0.00  
 Delivery: \$0.00  
 Restocking Chg: \$0.00  
 Tennessee State Tax: \$1.51  
 Shelby County Tax: \$0.49

# Account Information

## View Invoiced Orders

Click on the **View Invoiced Orders** link on the left of the **Account Information** page to view a listing of all invoiced orders.

The screenshot shows the BPI website's Account Information page. At the top, there is a red header with the BPI logo. Below it is a navigation bar with links: > specials, > order entry, > quotes, > view cart, > account information (highlighted), and log off <. A user is logged in as Testdb of Detra Burleson, with a > Change Company link. On the left, there is a search box and a 'more account information' section with links: View Open Invoices, View Open Orders, View Invoiced Orders (highlighted), and View Purchases by Product. The main content area displays a table of Invoiced Orders with columns: Invoice #, Ship Date, P.O. #, Ship Via, and Amount. The table lists 13 records. At the bottom, there is contact information for BPI in Memphis and a copyright notice for Gartner Systems.

Invoice #	Ship Date	P.O. #	Ship Via	Amount
C25485	2008-05-28		MPHS/PU	-\$33.31
531963	2008-04-14	NOWORKEMRIGHT	MPHS/PU	\$468.41
531986	2008-03-17	school	MPHS/PU	\$1,474.33
531988	2008-03-13		MPHS/PU	\$92.59
531967	2008-02-07		MPHS/PU	\$0.00
475240	2007-10-30		MPHS/PU	\$747.69
475239	2007-10-30		MPHS/PU	\$185.41
462886	2007-10-19	HOTSHOT	MPHS/PU	\$9.20
C08349	2007-06-12	SOLID SURFACE	CA24	\$0.00
273540	2007-05-29		MPHS/PU	\$2.62

You may click on the **Invoice Number** to view more detailed information, such as items purchased, shipping information, and order totals.

The screenshot shows the BPI website's Account Information page with detailed information for Invoiced Order 531963. The navigation bar and user information are the same as in the previous screenshot. The 'more account information' section is the same. The main content area displays the following information:

**Invoiced Order: 531963**  
**Order Number: 1-1-29650-0**

**Items Invoiced:**

Item #	Description	Quantity	Unit Price	Extended Price
0544	AO BRIGHT 4X4 12.5	125.005F	\$3.43	\$428.75

**Shipping Information:**

Ship To Name: BPI - MEMPHIS  
Address: 3263 SHARPE AVE.  
City, State: MEMPHIS TN  
Zip Code: 381110000

Ship Via: MPHS/PU  
P.O. #: NOWORKEMRIGHT  
Contact:  
Ship Date: 2008-04-14  
Order Date: 2008-04-02

**Order Total:**

Merchandise Amount:	\$428.75
Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Delivery	\$0.00
Restocking Chg	\$0.00
Tennessee State Tax	\$30.01
Shelby County Tax	\$9.65

# Account Information

## View Purchase by Product

Click on the **View Purchases by Product** link on the left of the **Account Information** page to view sales comparative of this year versus last year for month-to-date and year-to-date totals of product lines (style) purchased.

The screenshot shows the BPI website interface. At the top is a red header with the BPI logo. Below it is a navigation bar with links: > specials, > order entry, > quotes, > view cart, > account information (highlighted), and log off. A user is logged in as 'Testdb of Detra Burleson' with a 'Change Company' link. On the left, there is a search box and a 'more account information' section with links: View Open Invoices, View Open Orders, View Invoiced Orders, and View Purchases by Product (highlighted). The main content area is titled 'Customer Purchases by Product' and contains a table with the following data:

Product Description	Current M-T-D	Last Year M-T-D	Change	Current Y-T-D	Last Year Y-T-D	Change
BONAKEMI ALL EXCEPT SANDP	\$0.00	\$0.00	\$0.00	\$0.00	\$6.29	-\$6.29
BRIGHT MATT 4X4 AO	\$0.00	\$0.00	\$0.00	\$428.75	\$0.00	\$428.75
ESSENTIALS VCT TILE MVT	\$0.00	\$0.00	\$0.00	\$1,349.50	\$0.00	\$1,349.50
GREENWICH PLK PEC 3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HIP FIVE MVT	\$0.00	\$0.00	\$0.00	-\$30.49	\$0.00	-\$30.49
JHN BASE RUB 4X1/8 G3 RL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$2.40	-\$2.40
SPRINGDALE PLK 3/8X3	\$0.00	\$0.00	\$0.00	\$79.75	\$0.00	\$79.75
TMOLD/THRES/BASE T2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
VEGA II 12 MR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

10 records found

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Click on the **Product** (style) description to view the comparative details by items (SKU's) within the product line.

The screenshot shows the BPI website interface. At the top is a red header with the BPI logo. Below it is a navigation bar with links: > specials, > order entry, > quotes, > view cart, > account information (highlighted), and log off. A user is logged in as 'Testdb of Detra Burleson' with a 'Change Company' link. On the left, there is a search box and a 'more account information' section with links: View Open Invoices, View Open Orders, View Invoiced Orders, and View Purchases by Product (highlighted). The main content area is titled 'Customer Purchases By Item Within Product 14101' and contains a table with the following data:

Item Description	Current M-T-D	Last Year M-T-D	Change	Current Y-T-D	Last Year Y-T-D	Change
MVT ESSENTIALS 1/8 45	\$0.00	\$0.00	\$0.00	\$1,349.50	\$0.00	\$1,349.50
Customer Totals	\$0.00	\$0.00	\$0.00	\$1,349.50	\$0.00	\$1,349.50

1 record found > Go Back

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## Log Off

When you are ready to end your Net xPress session, click on **log off <**. This will take you back to the **Login** page. If you log off, any material remaining in your shopping cart will be removed.