

Calculations and Printing

Instructions for creating a new quote – Part III

The screenshot displays the E-RAPID web application interface. At the top, there is a navigation bar with the E-RAPID logo and tabs for E-RAPID, C/S GROUP, GLOBAL LOCATIONS, and WEBMASTER. The user is logged in as 'User:cbrown'. A system message states 'Configured Quote No 002104_00'. Below this, there are links for 'E-Rapid Home', 'CAS Home', 'Quote Home', and 'LOGOFF'.

The main section displays the quote details:

- QUOTE NUMBER:** 002104_00
- Status:** OPEN
- Rep no:** 6
- Entry Date:**
- Bid Date:**
- Project Name:** Test project
- Architect Name:** JOLTEN GROUP
- Name:** name
- Name:** INC

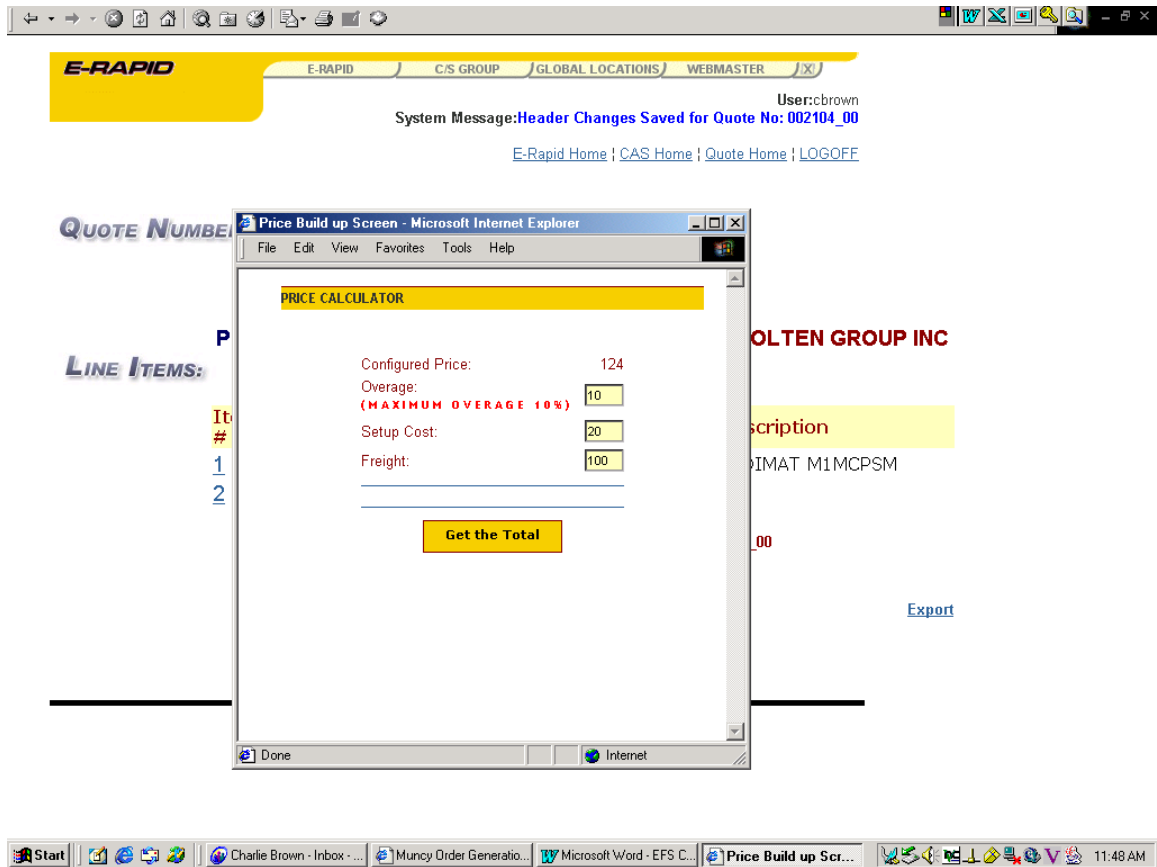
Below the quote details, there is a section for **LINE ITEMS:**

| Item # | | Product | Price | Qty | Description |
|--------|---|-------------|-------|-----|-----------------|
| 1 | config delete | PEDISYSTEMS | 124 | 1 | PEDIMAT M1MCPSM |
| 2 | new | | | | |

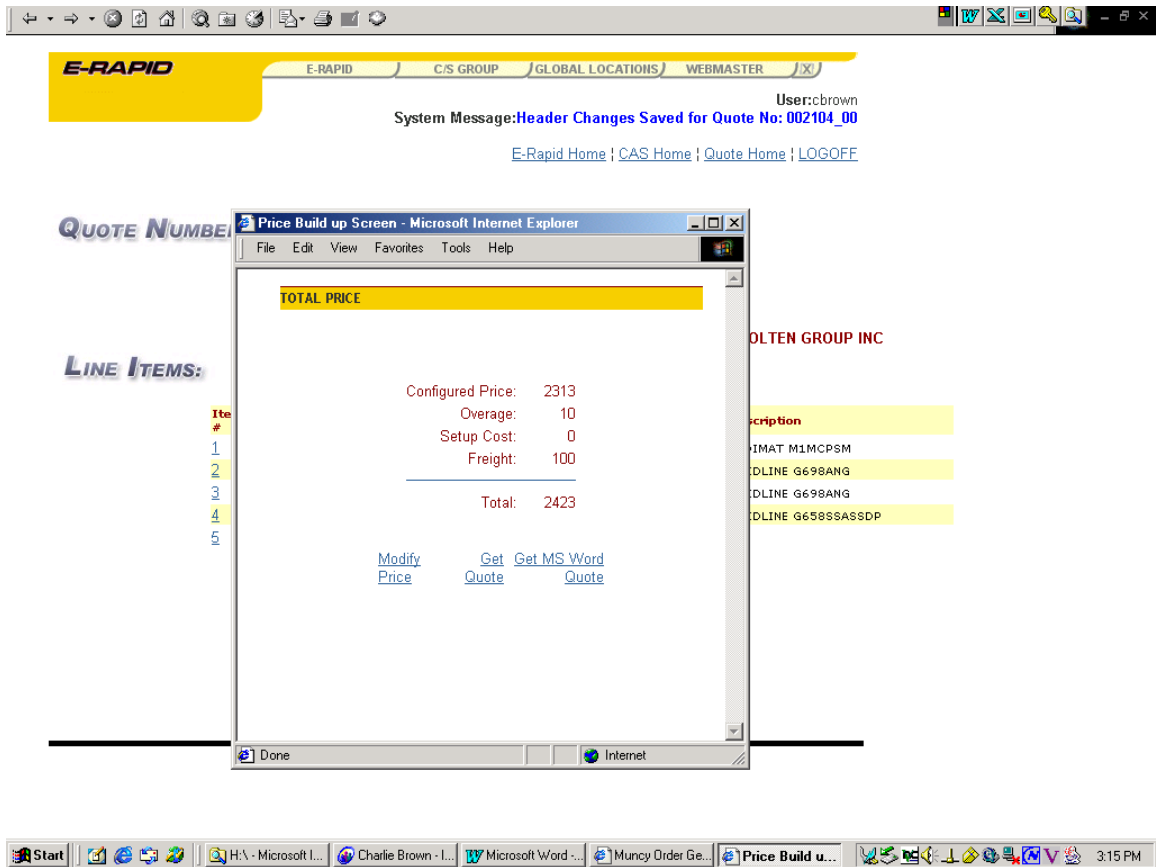
Below the table, there is a link for [Quick Quote](#) for above Line items for order 002104_00. A note states 'Click on [new](#) to add a line item.' and an [Export](#) link is available.

The E-RAPID logo is displayed at the bottom of the page.

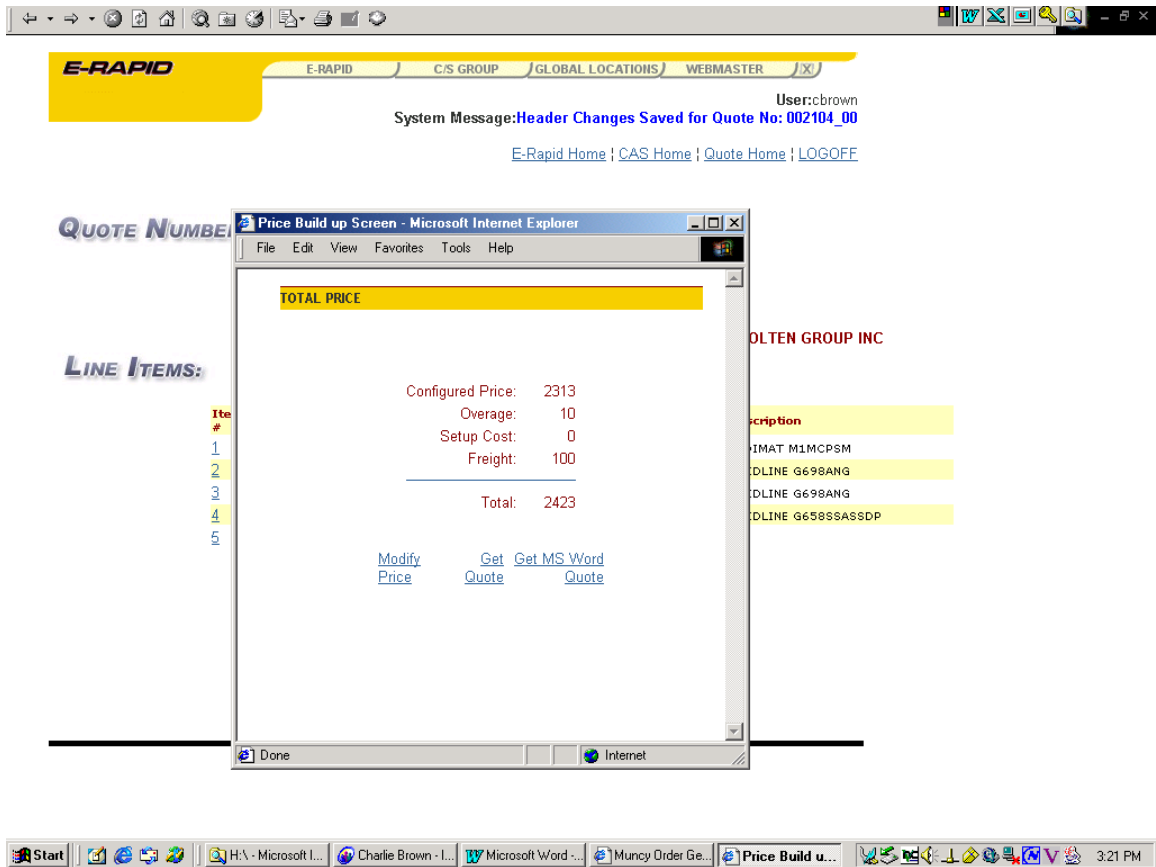
- To enter a new configuration click on “new” in line two.
- To edit an existing line or configuration click on the “config” in line one.
- To go back to the header click on the 1 or 2 in the “Item #” column.
- Click on the “Quick Quote” to continue on to the calculation screen.



- Change amounts for overage and freight costs if required. Freight costs may change if for example, airfreight is required.
- Click on the yellow “Get the Total” button when complete.



- Click on “Modify Price” to go back and modify the pricing.
- Click on “Get Quote” to preview the quote in an “HTML” format. The “HTML” quote cannot be edited.
- Click on “Get MS Word Quote” to bring up and put the quote in a Word format. The Word quote can be edited or changed like any other Word document.



- Click on “Get Quote.”

Quote No 002104_00 - Microsoft Internet Explorer

File Edit View Favorites Tools Help



CONSTRUCTION SPECIALTIES, INC.
 6696 ROUTE 405 HWY.
 MUNCY, PA 17756

Quote No: 002104_00
 Quote Date: 4/8/2003
 Bid Date: 4/8/2003

A P TECHNOLOGY
 100085
 600 W COUNTY RD.
 NEW BRIGHTON, MN US

Project: Test project name
 Lebanon NJ

Arch: JOLTEN GROUP INC
 Loc: Hialeah , FL

Charlie
 5 Werner Way
 Lebanon, NJ
 Phone #: 908-236-0800
 Fax No: 908-236-0800
 eMail: ven@c-sgroup.com

The following price is based on furnishing the types, quantities, and sizes listed herein. If ultimate quantities or types deviate from those listed, price is subject to increase or decrease proportionately. All PO's are to be consigned to C/S.

Section: 200 **Division: 10**

C/S Pedimat, model M1MCPSM, surface mat with carpet treads in one of 25 carpet colors in mill finish with tapered vinyl frame

| Mark | Qty | Size (w x l) | Cuts/Notches | Logo | Template/Art Work | Texture/Color |
|------|-----|-------------------------|--------------|--------|-------------------|---------------|
| A | 1 | 2' - 0 1/2"x3' - 0 3/4" | -NONE- | -NONE- | -NONE- | -NONE- |

Enter additional free text here.

QUALIFYING NOTES:
 Because contract documents do not specifically indicate any particular manufacturer, this quotation is based upon furnishing the C/S models mentioned above which we believe reflect the design and function intended in the specifications. Additional information concerning design and installation can be obtained from the factory representative in your area.

The price includes template preparation by a C/S factory technician to ensure proper fit.

Type in any additional qualifying notes required.

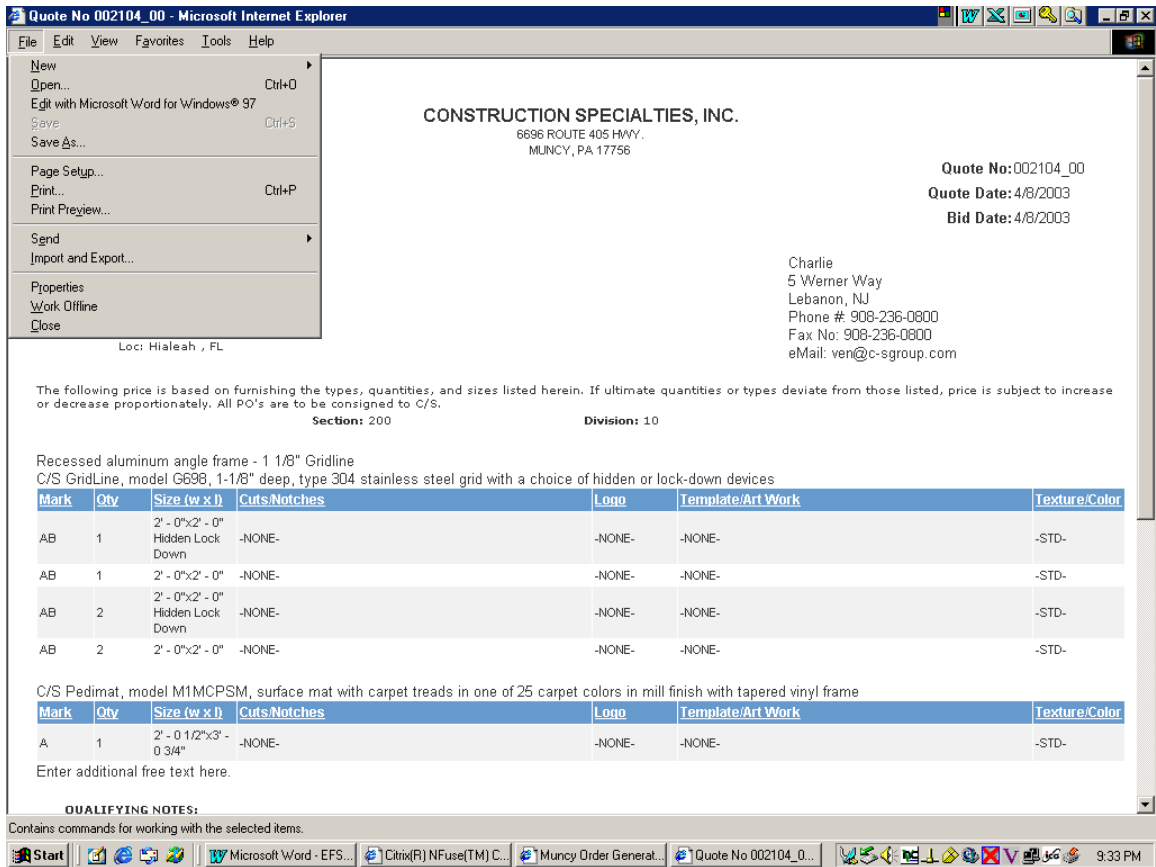
EXCLUSIONS/NOTES:
 The price excludes freight outside of United States.
 The price excludes leveling compound.

Type in any notes that are required.

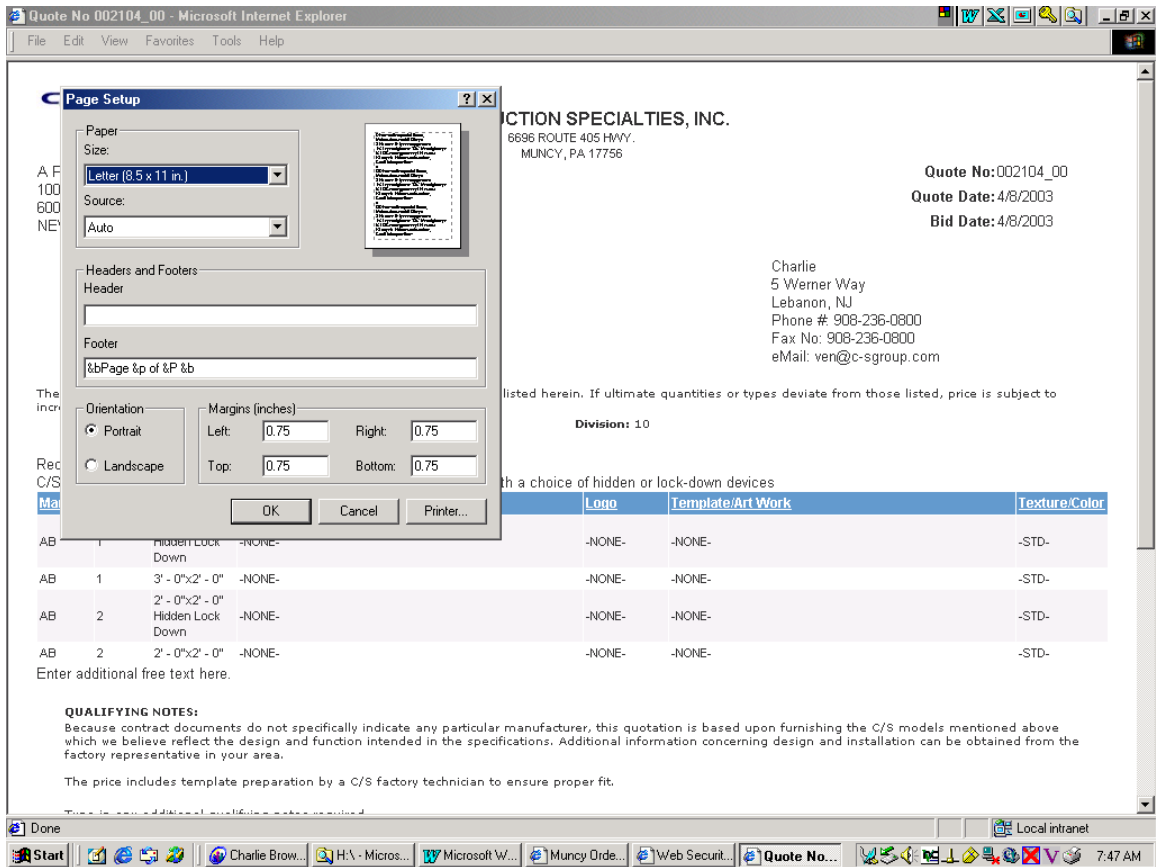
Done

Start | Charlie Brown - Inbox - ... | Muncy Order Generatio... | Microsoft Word - EFS C... | Quote No 002104_... | 11:52 AM

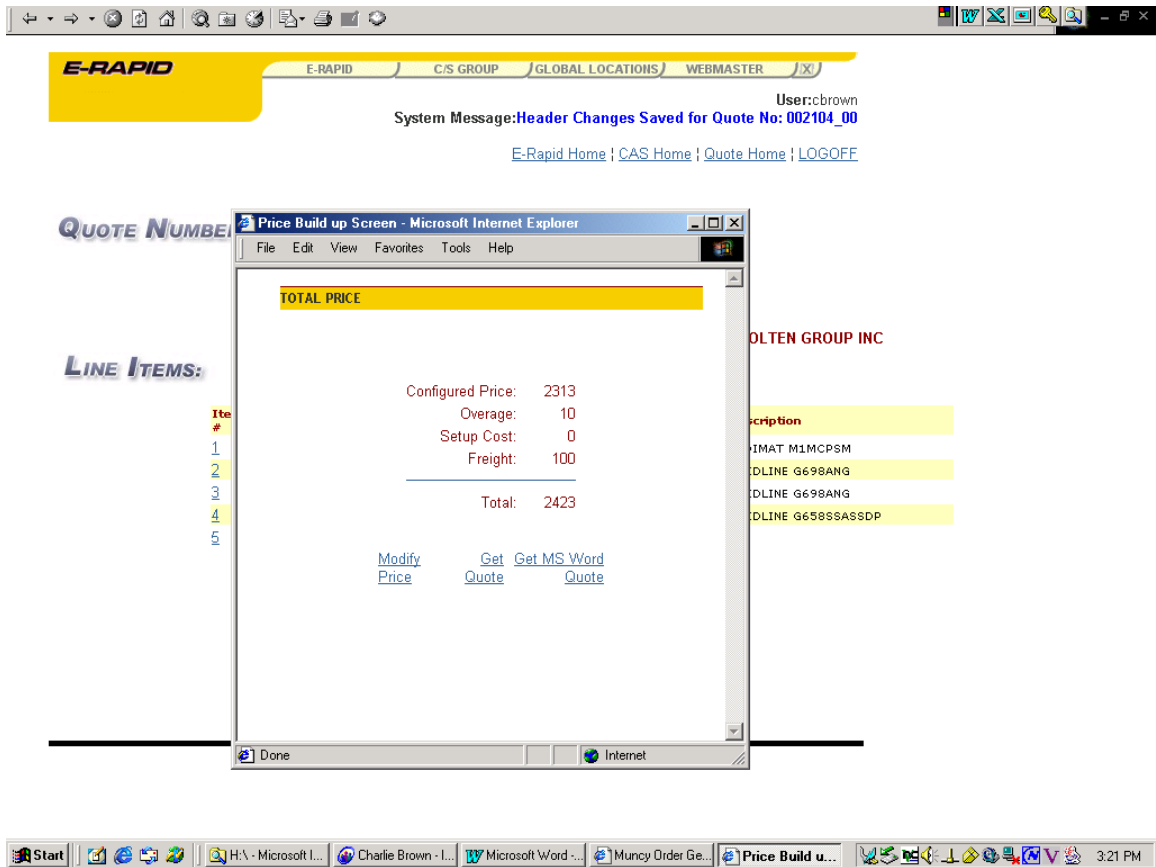
- Review the quote to see if any changes are required.
- Use the “File/Print” option to print the quote on your local printer.



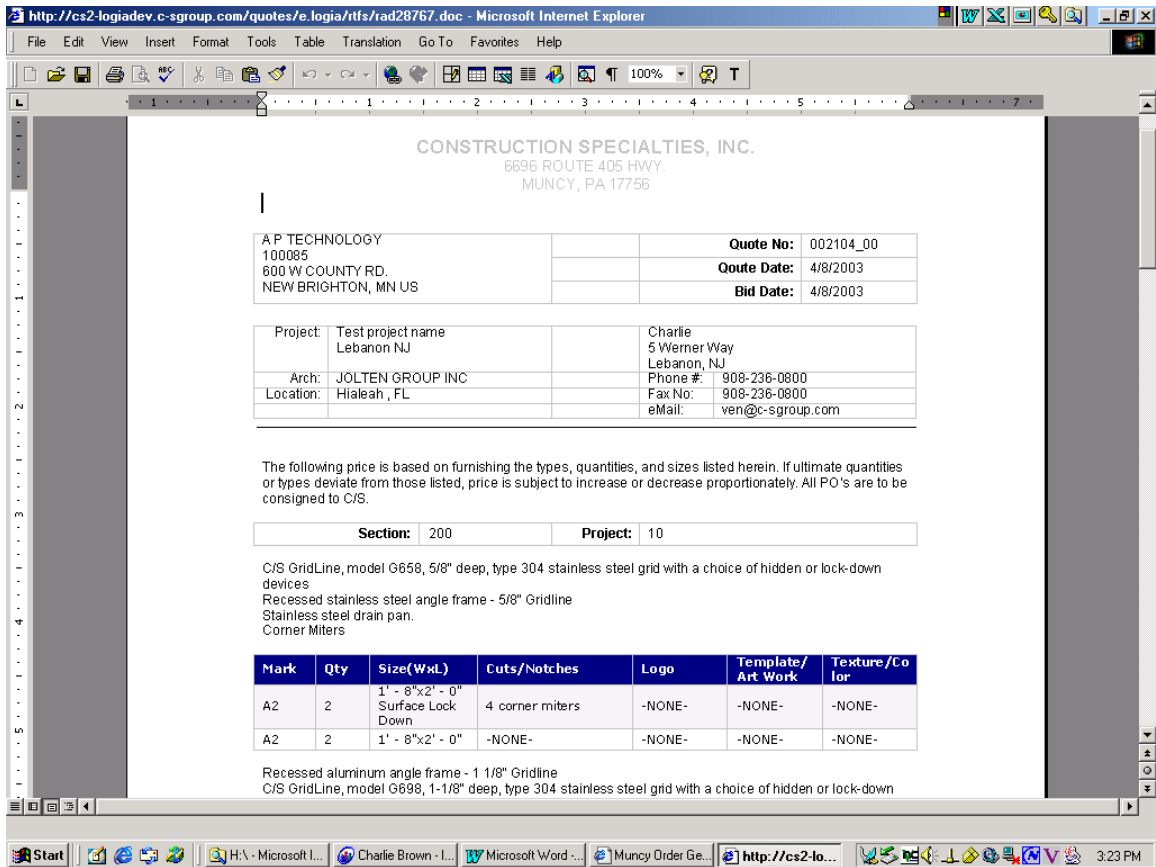
- To ensure the quote prints properly, click on “File” to check the header and footer setup. This is a one time set up only.
- Click on “Page Setup.”



- “Header” should be blank.
- The “Footer” should be filled in as noted above with the following: “&bPage &p of &p &b.”
- Click on “OK.”



- Click on “Get MS Word Quote.”



- The quote can be edited or saved as a Microsoft Word document.
- Select “File>Save As” to save as a file like any other Word document. Save the file under the “C\$ on ‘Client’(C:)” which is your PC’s local hard drive.
- Note that either the “HTML” or the Word quote can be saved, emailed, or faxed, like any other file.

End Section