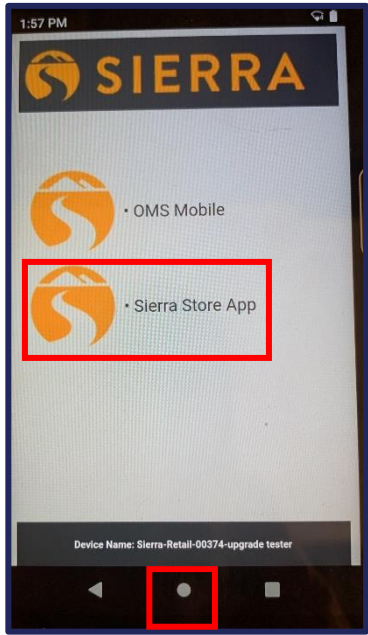
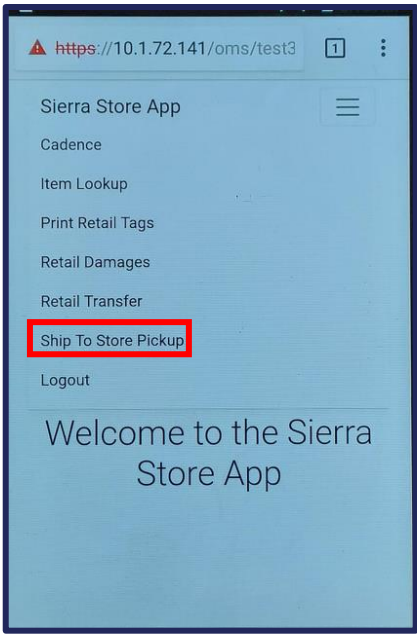


The Mobile Ship to Store Pickup screen in the Sierra Store App is the primary method to process customer STS pickups. Please follow the Ship to Store SOP for detailed instructions on how to plan and execute the STS pickup process.

Follow the steps below to logon to the Sierra Store App, navigate to the Ship to Store Pickup section, and begin customer pickup.

Executing STS Pickup via the Mobile Scanner

STEP	ACTION	EXAMPLE
1.	Sierra Store App If the app does not open automatically, launch the Sierra Store App from the mobile scanner by pressing the circle navigation button located at the bottom of the screen.	
2.	Opening Ship to Store Pickup a. If not already displayed, tap the three lines on the top of the screen to open the menu. b. Select the Ship to Store Pickup option.	

3.

Login

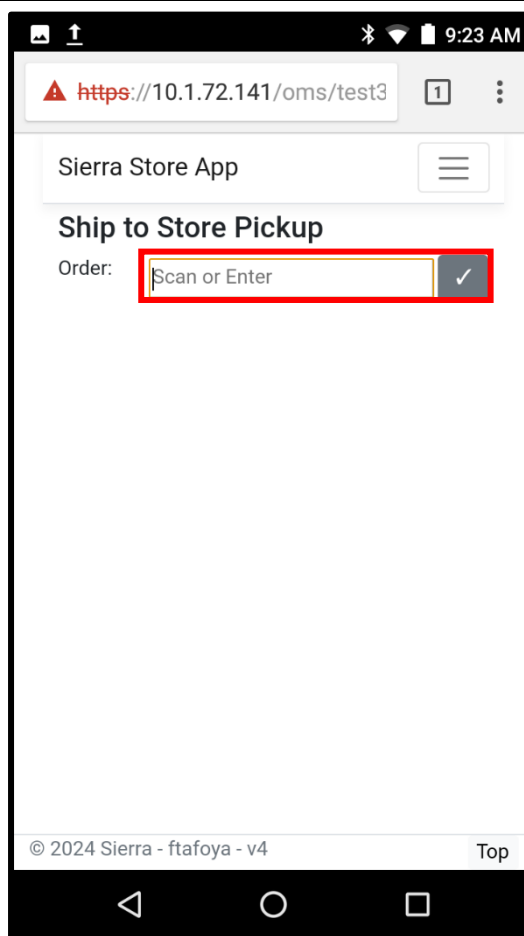
Enter your AIN to login to the app.



4.

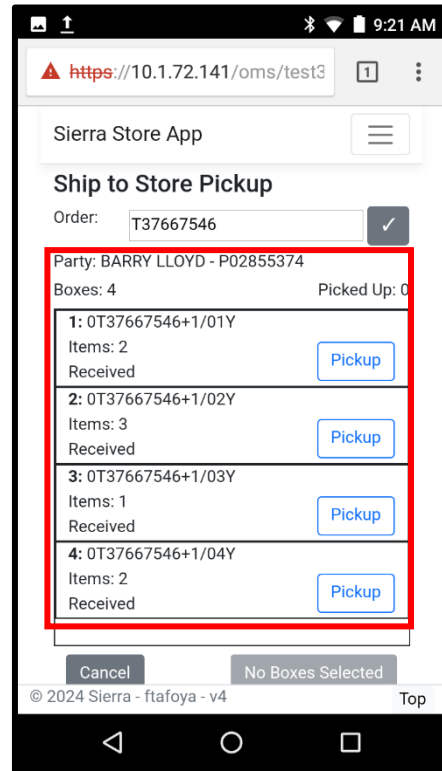
Enter STS Order Number

When you get to the next screen, you will need to scan or enter the customer's order number.



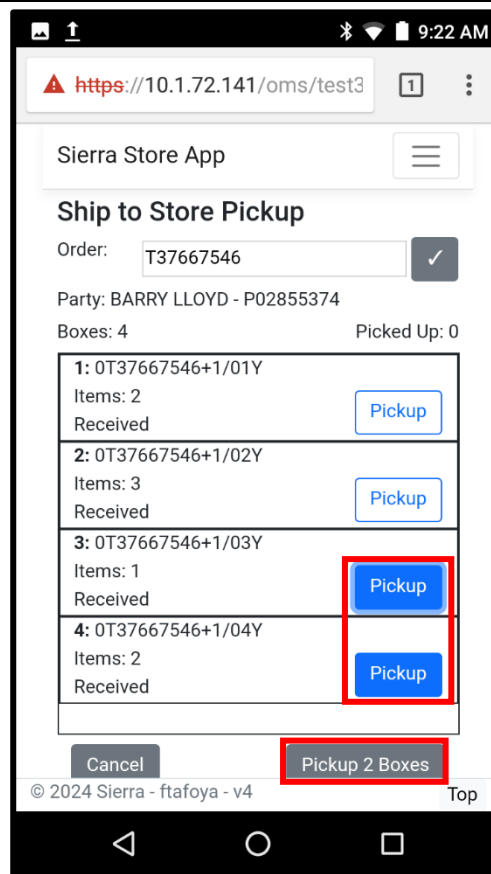
5. STS Boxes Available for Pickup

When you get to the pickup screen, you will need to select all boxes that the customer is picking up.



6. Select STS Boxes

As you select boxes for pickup, they will fill blue to indicate they are selected. In the example on the right, boxes 3 and 4 are selected for pickup and boxes 1 and 2 are not. When you have selected all the appropriate boxes, click the pickup button at the bottom right.



7.

Successful STS Pickup

If the pickup was successful, this screen will display, and the customer can depart with their boxes.

NOTE

Customers no longer need to sign Ship to Store pickup receipts.

