User Manual

Online Ordering System

2020.02.03

YG-1 IT Team

Jaesun Park

YG-1 Online Ordering System

⭕ Login Screen

- Enter the issued ID and Password
- If you want to create a new account, Please contact with order manager

YG-1 Online Ordering System

● Main Screen

Order List Inquiry

Cart List

Favorites List

Product Category

Mass Order (Excel)

Search Product

User Contents

Language

YG-1 Online Ordering System

⭕ User Information

- Check the User Information

YG-1 Online Ordering System

● User Information – 2

- You can check your information and change your password, default system language

YG-1 Online Ordering System

System Language

- You can change the language on each screen

YG-1 Online Ordering System

○ **Order Inquiry (History)**

- When you click the Orders button, you can see the order inquiry(history)

YG-1 Online Ordering System

Products Screen

- When you click the Product Category, You can see a list of products for your order

Select category

Save Favorites

Insert Cart

Single Order

Product Search

YG-1 Online Ordering System

⬤ Cart Screen

- You can manage cart for your order

Orders   Cart ①   Favorites   Mass Order   🔍   👤

Order selected item(s)	Delete selected item(s)	Order all items	Delete all items

	Description	Material Code	Size	List Price	PK Unit	Stock		
☐	HSSCO8(M42) 2FL N30° SHORT E/M(TIALN)	EQ570080	8X10X11X61	€23.15	0	246/0	Qty (10)	✕

Select Item

Change Qty

YG-1 Online Ordering System

⭘ Favorites Screen

- You can manage the Favorites order list

YG-1 Online Ordering System

⭕ Mass Order

- You can download excel order form and upload it for mass order

Orders   Cart ①   Favorites   **Mass Order**   🔍

Excel Upload

Upload

Download Form

Download orderform

❓ The orderform's extension is xlsx.
After download the orderform, write using EXCEL

A	B	C	D	E
1	Material_Code	Quantity	※ **Don't change the column's name**	
2	EM811050	20		
3	EQ570080	15		
4				
5				
6				
7				
8				
9				
10				
11				
12				

YG-1 Online Ordering System

Create Order

- You can create your order with Remarks & PO number
- Select Ship-to address on the Address management and Click order button

Create Order Form

> Carbide End Mill

∨ HSS End Mill

   ∨ General_M42

      2FL N30°

   > Tank-Power

> Carbide Drill

> HSS Drill

> Tap

> Indexable Insert

Requirements

Remarks

Po Number

PO Number

Customer
0000001000

Address management

Select Ship To Party

	Material Code	Description	List Price	Qty	Total Price
☐	EQ570080	HSSCO8(M42) 2FL N30° SHORT E/M(TIALN)	€23.15	10	€231.50
	Total				**€231.50**

Order   Delete selected item(s)   Cancel

www.yg1.kr

⚠️ **ATTENTION**