Strictly Confidential

User Manual

Online Ordering System

2020.02.03

YG-1 IT Team

Jaesun Park



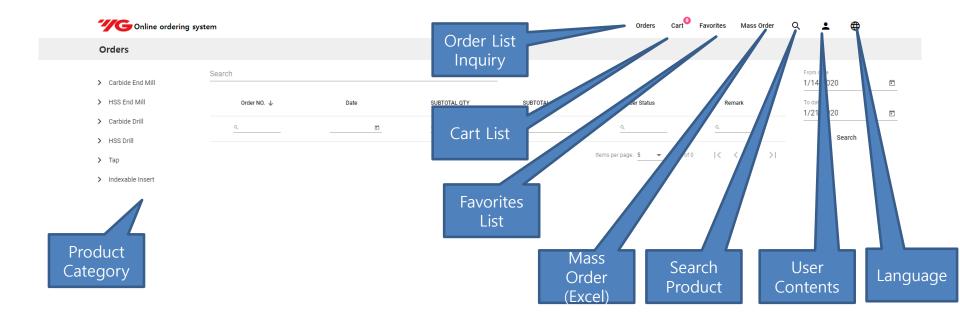
Login Screen

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



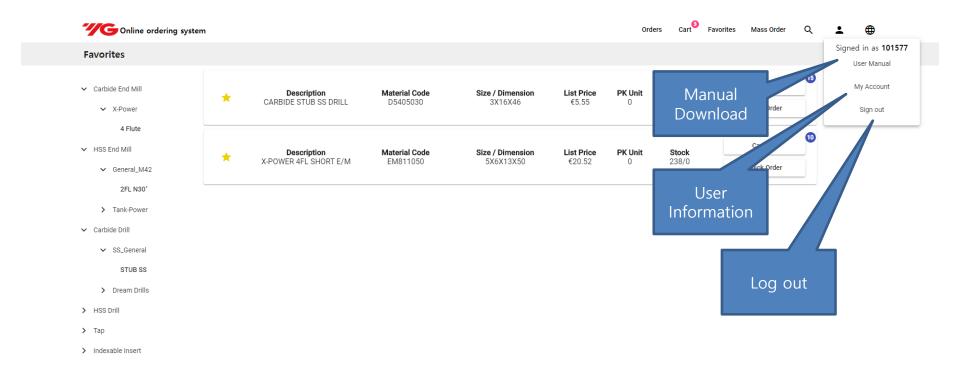


Main Screen



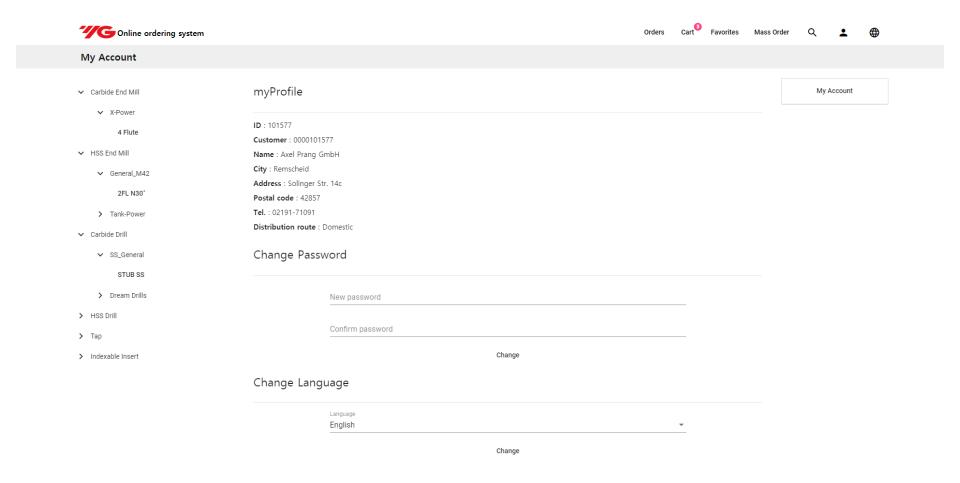
User Information

Check the User Information



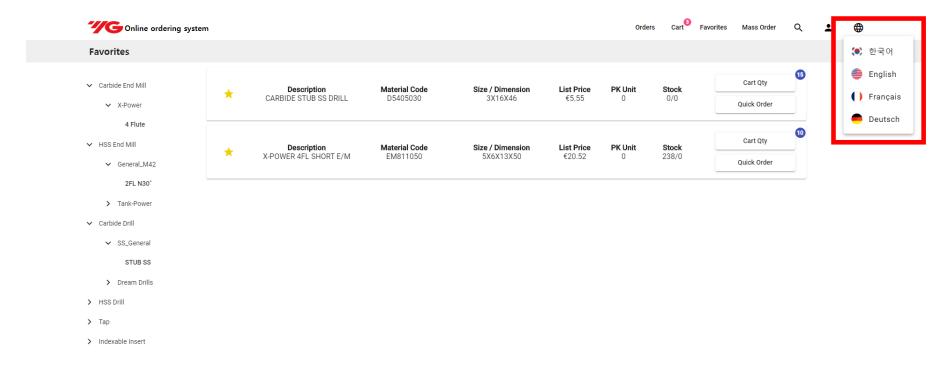
User Information – 2

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



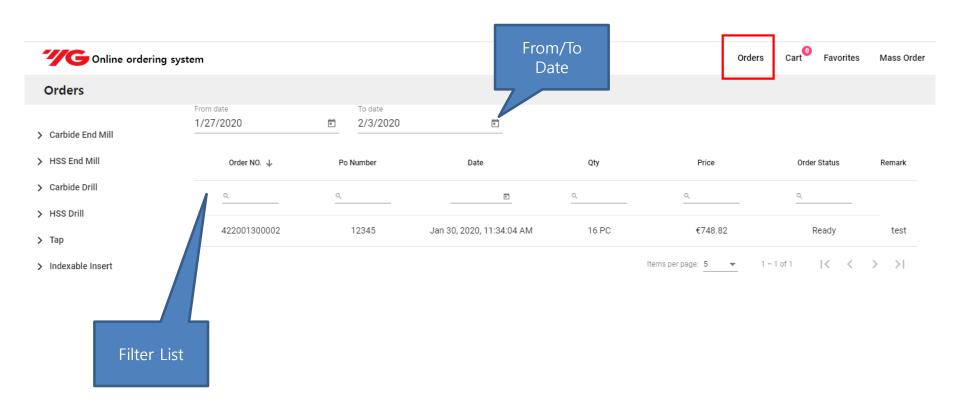
System Language

You can change the language on each screen



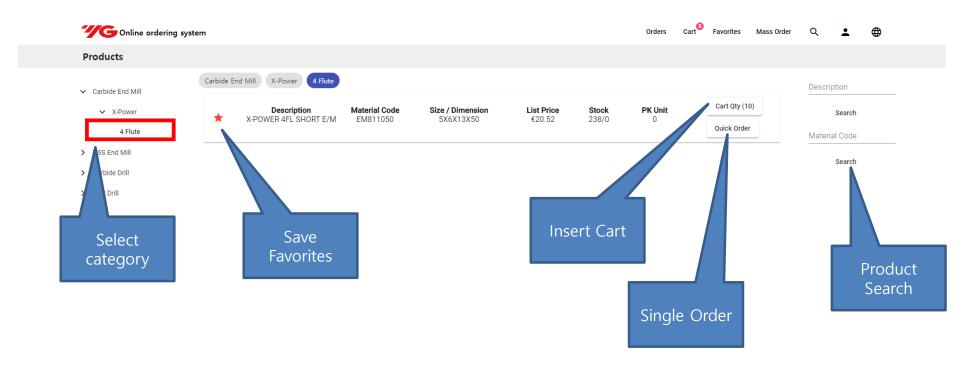
Order Inquiry (History)

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



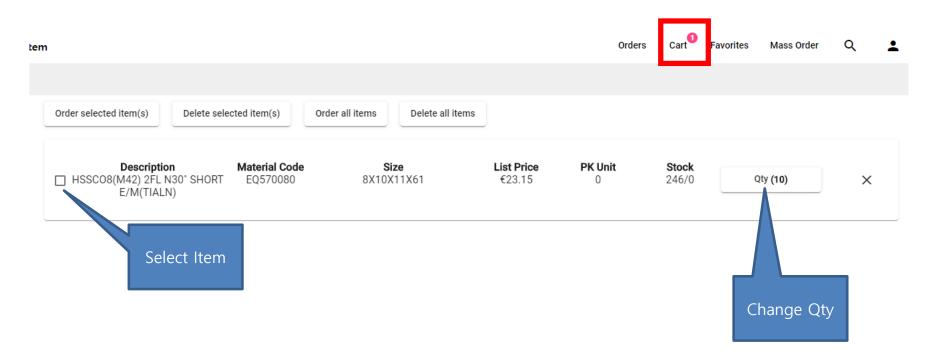
Products Screen

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



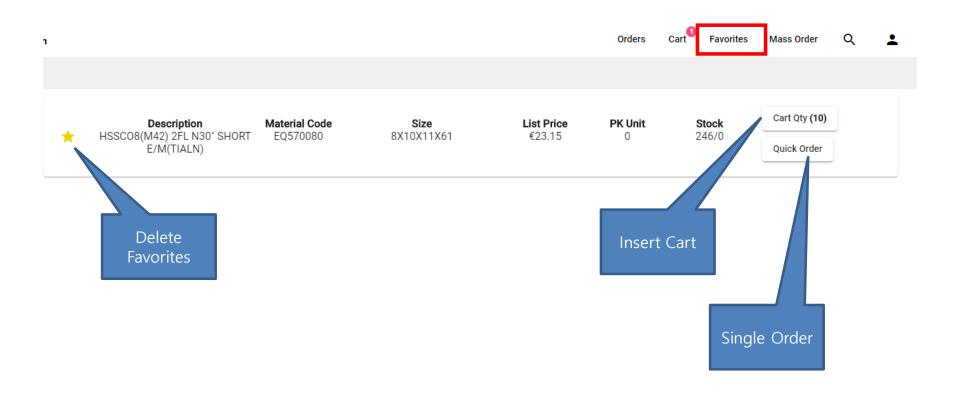
Cart Screen

You can manage cart for your order



Favorites Screen

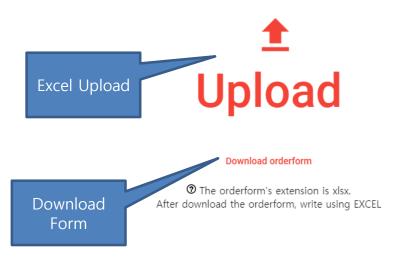
You can manage the Favorites order list



Mass Order

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





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_ A	В	С	D	Е
1	Material_Code	Quantity	Mon't change the column's name	
2	EM811050	20		
3	EQ570080	15		
4				
5				
6]
7				
8				
9				
10				
11				
12				

Create Order

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







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