


SAVE YOUR SEARCH TO USE LATER

1. To save your search options:
 - a. Select all the items you are searching for. Tip – multiple search enter e.g. 2366738;2031588; and so on in the main search field. (Enter a semicolon between numbers.)
 - b. Once the items you search for is showing click on **SAVE SEARCH** – a pop up will prompt you to enter a name.

The screenshot shows the Ingram Micro New Zealand website interface. At the top, the logo 'INGRAM MICRO' is visible along with the text 'Ingram Micro New Zealand' and 'Jayne van den Berg IM Account #: 144538'. A navigation menu includes 'Products', 'Vendors', 'Cloud Services', 'Services & Support', 'News & Events', 'Contact Us', and 'My Account'. A search bar contains the text '2366738;2031588'. Below the search bar is a row of buttons: 'Order List', 'Invoice list/Account statement', 'RMA list', 'Create quote', 'User list', 'Create user', 'Vendor / Product Manager Info', 'Display Preferences', 'User Notification Preferences', and 'Freight Information'. The main content area shows search results for '2366738;2031588'. A red box highlights the 'Not Save Search?' button. A red arrow points from this button to the 'SAVE SEARCH' button mentioned in the instructions above. The search results list two Philips monitors with their respective prices and stock status.

Product	Stock	Price
PHILIPS 61 cm (24") LED LCD Monitor - Adjustable Display Angle - 1920 x 1080 - 16.7 Million Colours - Full HD - ENERGY STAR VPN: 246V5LHAB/75 SKU: 2366738	508 In Stock 508 AKL std (ETA: 22/09/2014) 0 AKL CiBBox 0 AKL CiUsed 0 CHC std	\$ 188.00 EXCL TAX \$ 216.20 INCL TAX RRP: \$ 209.00 EXCL TAX RRP (inc): \$ 309.35 INCL TAX
PHILIPS Brilliance 220B4LPCB 55.9 cm (22") LED LCD Monitor - 16:10 - 5 ms - Adjustable Display Angle - 1680 x 1050 - 16.7 Million Colours - 250 cd/m ² - 1,000:1 ... VPN: 220B4LPCB/75 SKU: 2031588	702 In Stock 701 AKL std (ETA: 10/10/2014) 1 AKL CiBBox 0 AKL CiUsed 0 CHC std	\$ 219.00 EXCL TAX \$ 251.85 INCL TAX RRP: \$ 429.00 EXCL TAX RRP (inc): \$ 493.35 INCL TAX

2. To view your save search items

a. Click on My Account>Saved Searches or click on the Quick Link  if the



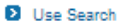

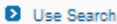
tile does not show add it by clicking on

b. You will see a list of saved searches.

c. To delete click on 

Home > My Account > Saved Searches

Saved Searches

Saved Date	Name	Description		
10/08/2014	Jayne save searcg	[Category1: Computers]	 Use Search	
26/08/2013	jayne	[Products: 2135344;1881747]	 Use Search	