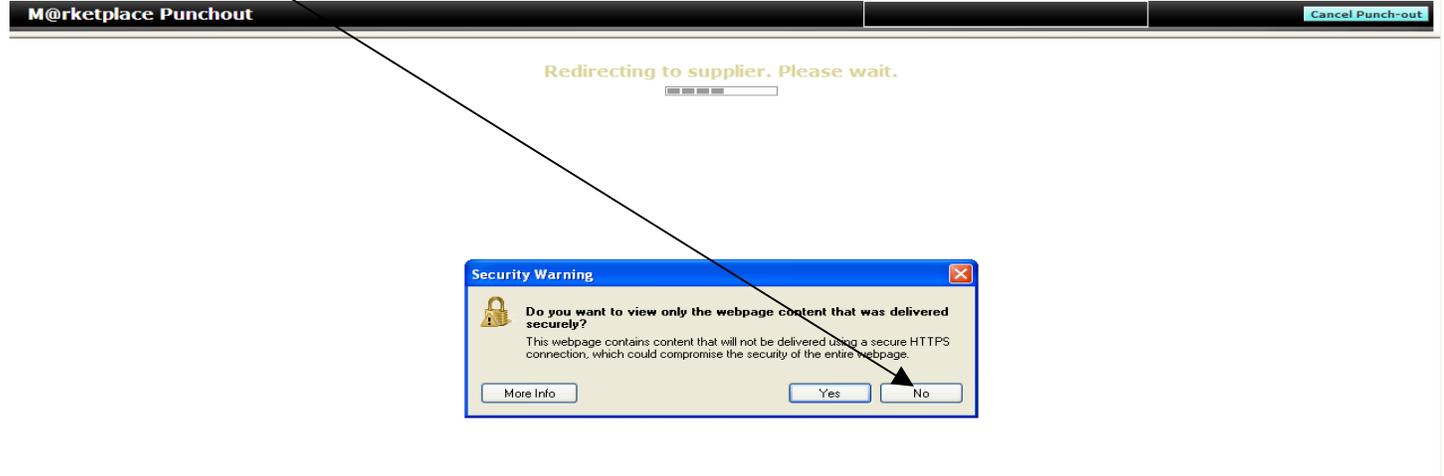


USA Scientific Punch-out User Guide

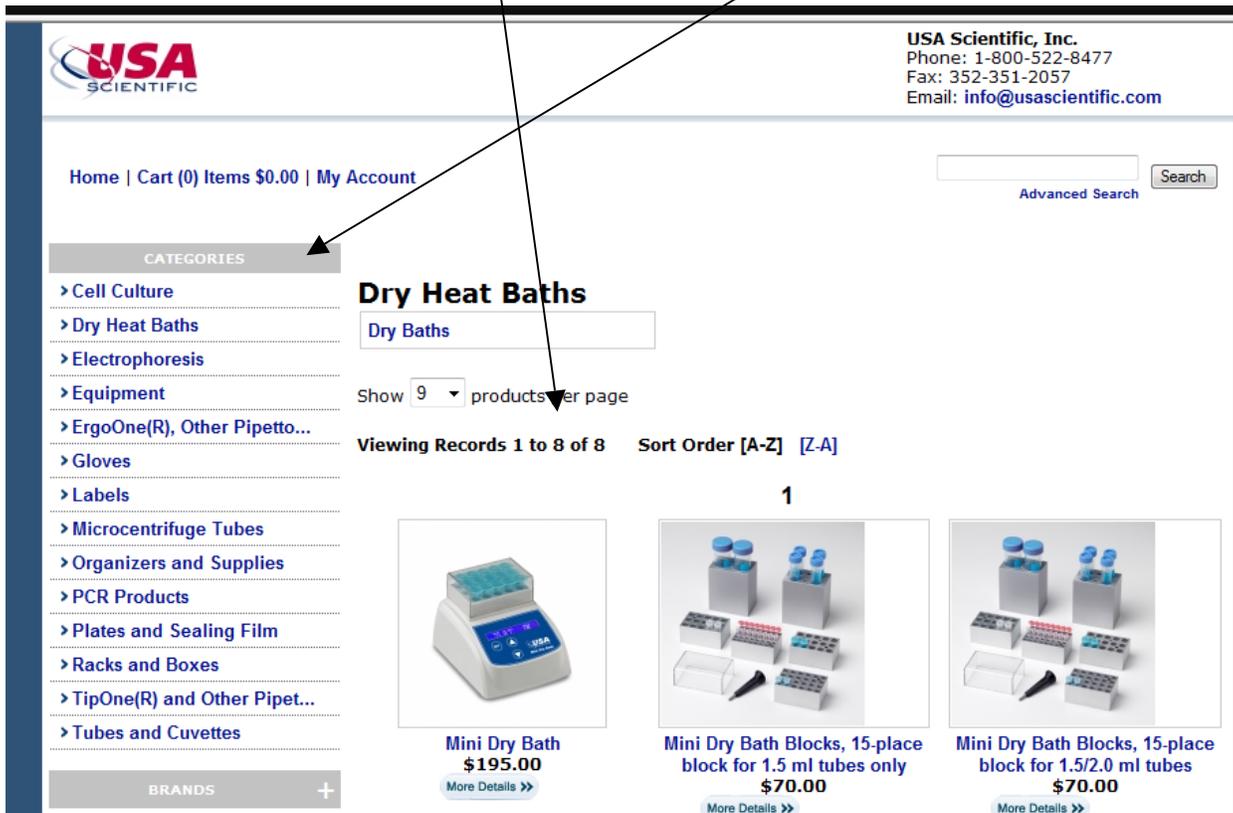
If you're using Internet Explorer as your internet browser, you must answer "NO" to the security warning when first accessing the catalog.



Shopping:

There are three ways to search products in the USA Scientific Catalog:

-Browse products using the catalogs pre-defined categories: Simply click a category and the catalog page will regenerate with the available products under that category.





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-Browse the Catalog by using keywords or partial SKU numbers via the search text box:

USA Scientific, Inc.
Phone: 1-800-522-8477
Fax: 352-351-2057
Email: info@usascientific.com

Home | Cart (0) Items \$0.00 | My Account

CATEGORIES

- > Cell Culture
- > Dry Heat Baths
- > Electrophoresis
- > Equipment
- > FrodoOne(R). Other Pipette...

Welcome University of Colorado shopper Close

You can refine your search by selecting “advanced search” and setting filters.

USA Scientific, Inc.
Phone: 1-800-522-8477
Fax: 352-351-2057
Email: info@usascientific.com

Home | Cart (0) Items \$0.00 | My Account

CATEGORIES

- > Cell Culture
- > Dry Heat Baths
- > Electrophoresis
- > Equipment
- > ErgoOne(R), Other Pipette...
- > Gloves
- > Labels
- > Microcentrifuge Tubes
- > Organizers and Supplies

Advanced Search

Search:

Search Option: All Words Part Number Any
 Exact Phrase Starts With

Close



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-If the part number(s) for the product(s) needed are already known, you can use the quick order entry fields to add products to your shopping cart. Simply type in the part number (include dashes if applicable), enter the desired quantity and click the “add to cart” button. This will redirect you to your current active USA Scientific shopping cart.

The screenshot shows the USA Scientific website interface. At the top left is the USA Scientific logo. Below it are navigation links: Home | Cart (0) Items \$0.00 | My Account. On the right, there is contact information for USA Scientific, Inc. (Phone: 1-800-522-8477, Fax: 352-351-2057, Email: info@usascientific.com) and an Advanced Search bar. A left-hand navigation menu lists various categories like Cell Culture, Dry Heat Baths, Electrophoresis, etc. At the bottom left, there is a 'QUICK ORDER BY ITEM NUMBER' section with four rows of input fields for PartNm. and Qty., and an 'Add to Cart' button. A 'Welcome University of Colorado shopper' message is displayed in the center. Below it is a 'Quick Quote' section with a 'Quote Number' input field and a 'Submit' button. A black arrow points from the text above to the 'Add to Cart' button in the quick order section.

If you’ve chosen to browse the catalog using the predefined categories or by using the search bar, you can select a product by simply clicking the picture of the item or by selecting the “more details” button.

The screenshot shows a product page for 'Microcentrifuge Tubes'. On the left is the same navigation menu as in the previous screenshot. The main content area has a title 'Microcentrifuge Tubes' and a grid of product thumbnails. Each thumbnail includes a product name, price, and a 'More Details >>' button. A dropdown menu shows '9' products per page. Below the grid, it says 'Viewing Records 1 to 9 of 115' and 'Sort Order [A-Z] [Z-A]'. A pagination bar shows '1 2 3 4 5 6 7 8 9 10' with navigation arrows. A black arrow points from the text above to the 'More Details >>' button of the first product: '0.5 ml low adhesion microcentrifuge tube, natural' priced at \$16.00.



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On the subsequent page you will be provided with a description of the item, full size picture (when applicable), and a field where quantity can be changed and the item added to the shopping cart.

> Gloves
> Labels
> Microcentrifuge Tubes
> Organizers and Supplies
> PCR Products
> Plates and Sealing Film
> Racks and Boxes
> TipOne(R) and Other Pipet...
> Tubes and Cuvettes

BRANDS +

QUICK ORDER BY ITEM NUMBER

PartNm.	<input type="text"/>	Qty:	<input type="text"/>
PartNm.	<input type="text"/>	Qty:	<input type="text"/>
PartNm.	<input type="text"/>	Qty:	<input type="text"/>
PartNm.	<input type="text"/>	Qty:	<input type="text"/>
PartNm.	<input type="text"/>	Qty:	<input type="text"/>

Add to Cart



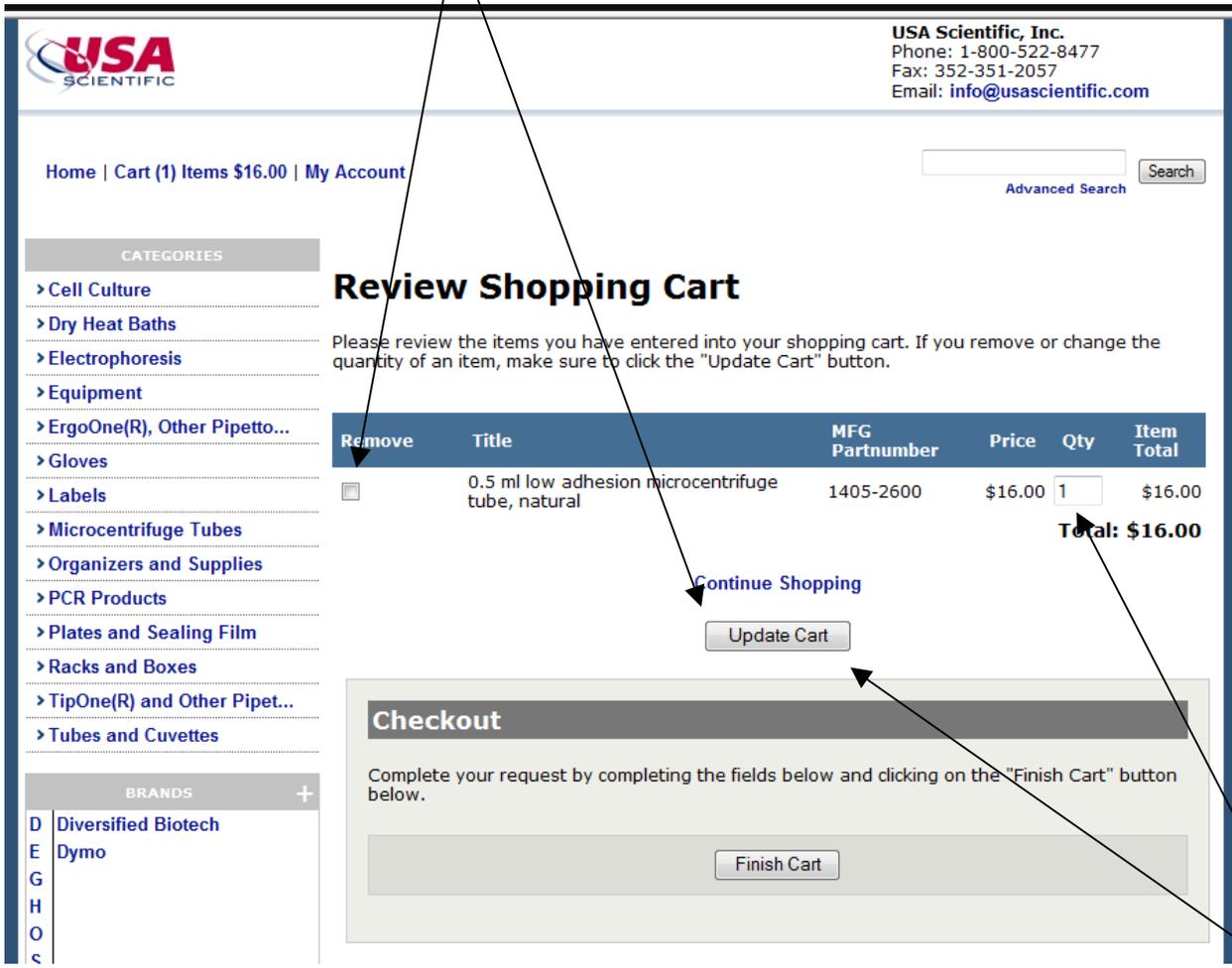
Description:
0.5 ml low adhesion polypropylene microcentrifuge tube, natural, graduated, 500/bag
Manufacturer: USA Scientific Brand
Manufacturer Part Number: 1405-2600
Part Number: 1405-2600
List Price: \$21.00
Price: \$16.00
Qty:
Add To Cart >>

Adjust the quantity to match the desired amount and then select the “add to cart” button. You will then be redirected to your USA Scientific shopping cart.

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In the shopping cart you have several options:

Within the shopping cart, you have the ability to remove items by selecting the box located under the “remove” title and then selecting the button “update cart.” **!WARNING!** If you don’t click the button “update cart” the item will not be removed.



USA Scientific, Inc.
Phone: 1-800-522-8477
Fax: 352-351-2057
Email: info@usascientific.com

Home | Cart (1) Items \$16.00 | My Account

Review Shopping Cart

Please review the items you have entered into your shopping cart. If you remove or change the quantity of an item, make sure to click the "Update Cart" button.

Remove	Title	MFG Partnumber	Price	Qty	Item Total
<input type="checkbox"/>	0.5 ml low adhesion microcentrifuge tube, natural	1405-2600	\$16.00	1	\$16.00
					Total: \$16.00

[Continue Shopping](#)

Checkout

Complete your request by completing the fields below and clicking on the "Finish Cart" button below.

If you need to adjust the quantity of the items currently in your cart, you can do so by changing the quantity in the qty. field and then selecting “update cart.” **!WARNING!** If you don’t click the button “update cart” the item’s quantity will not be changed.

If you need to add additional items to your cart you can do so by selecting the “Continue Shopping” link located just above the Update cart button. You also have the option to directly use one of the three search features listed in the beginning of this document. To do so simply click the desired category or enter keywords/part numbers into the search/ quick order fields.



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If you've verified your order at it is correct, you can proceed with checkout by selecting the "Finish Cart" button.

Checkout

Complete your request by completing the fields below and clicking on the "Finish Cart" button below.

You will be redirected to the following screen:

M@rketplace Punchout
Cancel Punch-out

USA Scientific, Inc.
Phone: 1-800-522-8477
Fax: 352-351-2057
Email: info@usascientific.com

Home

Advanced Search

CATEGORIES

- > Cell Culture
- > Dry Heat Baths
- > Electrophoresis
- > Equipment
- > ErgoOne(R), Other Pipetto...
- > Gloves
- > Labels
- > Microcentrifuge Tubes
- > Organizers and Supplies
- > PCR Products
- > Plates and Sealing Film
- > Racks and Boxes
- > TipOne(R) and Other Pipet...
- > Tubes and Cuvettes

BRANDS -

Checkout Instructions

Press the checkout button below to send your shopping cart to the portal.

Description	Price	Qty	Item Total
0.5 ml low adhesion microcentrifuge tube, natural	\$16.00	1	\$16.00
			Total: \$16.00

Complete your order by clicking on the "Checkout" button below. Please review your information before submitting it.

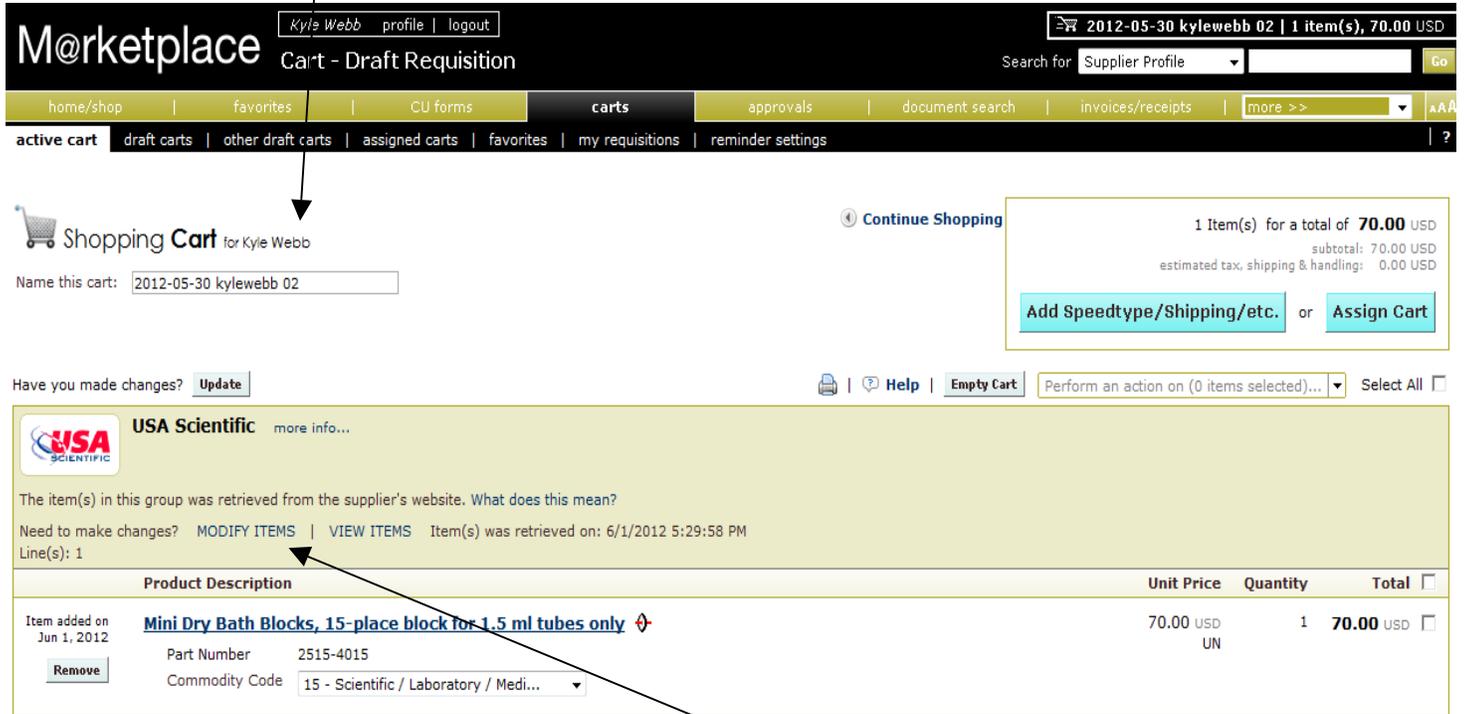
Web Order Number: 140924707

This will be your last chance to alter or cancel the order before it is returned to the CU Marketplace. If the order is correct, select the "Check Out" button to return your cart to the M@rketplace.

USA Scientific Punch-out User Guide

Success! Now your USA Scientific cart is back in CU Marketplace and you can submit your cart or assign it accordingly!

Don't forget to "name your cart" for tracking and reference purposes!



The screenshot shows the 'Marketplace Cart - Draft Requisition' page for user 'Kyle Webb'. The cart contains one item from USA Scientific: 'Mini Dry Bath Blocks, 15-place block for 1.5 ml tubes only' with a unit price of 70.00 USD and a quantity of 1, totaling 70.00 USD. The page includes navigation links, a search bar, and buttons for 'Continue Shopping', 'Add Speedtype/Shipping/etc.', and 'Assign Cart'. A 'MODIFY ITEMS' link is highlighted in a yellow box, with an arrow pointing to it from the text below.

To modify item quantities or add additional products to this order click the [MODIFY ITEMS](#) link. You will be transmitted back to the Punch-out where you can add or delete items and then go through the same check-out process outlined in this user-guide