

- The **Saved Carts** functionality allows you to create multiple shopping carts for immediate or future shipments
- From the dashboard, go to **Saved Carts** on the upper right hand side of the page

CSR Home | Order Status | Ordering Templates | Saved Carts | Account Settings

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Dashboard > Shopping Cart

Shopping Cart

[Import Order](#) [Rename Cart](#)

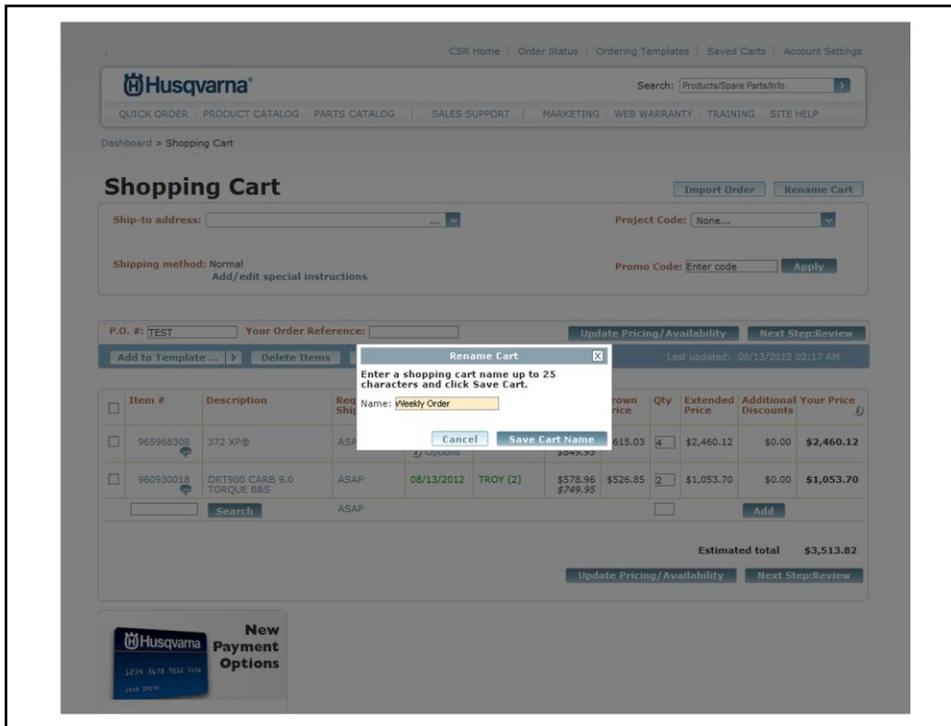
Ship-to address: ... Project Code: None...
 Shipping method: Normal Promo Code: [Apply](#)
Add/edit special instructions

P.O. #: TEST Your Order Reference: [Update Pricing/Availability](#) [Next Step:Review](#)
[Add to Template ...](#) [Delete Items](#) [Change requested ship date](#) Last updated: 08/13/2012 02:17 AM

<input type="checkbox"/>	Item #	Description	Requested Ship Date	Available Ship Date	Warehouse (Qty)	Base MSRP	Crown Price	Qty	Extended Price	Additional Discounts	Your Price
<input type="checkbox"/>	965968308	372 XP®	ASAP	10/01/2012 Options	TROY (4)	\$675.86 \$849.95	\$615.03	4	\$2,460.12	\$0.00	\$2,460.12
<input type="checkbox"/>	960930018	DRT900 CARB 9.0 TORQUE B&C	ASAP	08/13/2012	TROY (2)	\$578.96 \$748.95	\$526.85	2	\$1,053.70	\$0.00	\$1,053.70
<input type="text"/> Search <input type="checkbox"/> Add											
Estimated total \$3,513.82 Update Pricing/Availability Next Step:Review											



- After you have created a shopping cart, you can save it by clicking on the **Rename Cart** button



- A lightbox will appear where you can enter the name of your cart
- Click **Save Cart Name**
- After the cart is saved, go back to **Saved Carts**

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Dashboard > Saved Carts Weekly Order

Saved Carts

Saved Carts List

Saved Carts List

Multiple shopping carts are created to separate future orders by shipping method, order purpose, or instances where it facilitates ordering or record-keeping.

Only 1 shopping cart can be active at any time. To edit or checkout a saved cart, click the cart name to activate. To delete a saved cart select the cart name and click Delete Saved Carts.

Once activated all pricing and availability will be revalidated and the shopping cart display will be updated.

Activate Cart Showing 2 Saved Carts Create New Cart

Sel	Del	Cart Name	Last Updated
<input checked="" type="radio"/>		Weekly Order-Current Order	08/13/2012
<input type="radio"/>		XPPromotion	07/17/2012

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- In this example, there are two Saved Carts: **Weekly Order** and **XPPromotion**
- **Weekly Order** is the Current Cart and **XPPromotion** is inactive
- To activate **XPPromotion**, click the radio button to the left of the saved cart and then click Activate Cart
- At this point, you will be redirected to the **XPPromotion** shopping cart
- You can also create a new empty shopping cart, by clicking the **Create New Cart** button
- You can also delete a cart, by clicking the red **“X”** next to the cart. The cart must be inactive before deletion
- When you re-open a **Saved Cart**, remember to click the **Update Pricing/Availability** button to make sure pricing and available inventory information is updated