

# Web Link Help File:

## User Preferences

### Abstract

- This help file will illustrate how the Website Administrator can customize site preferences for all current and/or future registered users.

### Procedure

- 1) Navigate to "User Login Management" and then select "Manage User Preferences" from the drop down menu.



- 2) There are several user definable fields at the top of the page that allow the customer to specify brand preference, the first page that the user encounters when logging into the site, and sorting order for part search results. Click on the "ADD" button to the right of the drop down box to add the brand to the list:
  - Brand Preference: From the drop down list, the customer can create a list of preferred brands. These brands will be prominently displayed on a part search. Click on the "ADD" button to the right of the drop down box to add the brand to the list:

**My Preferences**  
 Use this page to set your preferences.  
 Move your mouse pointer on info image to view extra information about an item.

<b>Brand Preference</b>	Monroe	<b>Add</b>
<b>Brand(s)</b>	Edelmann Emi Excel Exide Fel-Pro Forney Gates General Electric GUARDIAN (By Wagner) Hastings Hygrade	
<b>Preferred Mfgs</b>	Monroe	
<b>Initial Start Page</b>	Moog Motormite National Ngk Nugeon Oem Plews Powerpath Precision Rancho Sealed Power Standard Truck Lite Ultra - Fit Valvoline Visteon Wagner Walker	
<b>Grouping</b>	part	
<b>Sorting</b>	Save	
<b>Preferred Language</b>	Show Substit	
<b>Cart Type</b>		
<b>WebXPress Checkout</b>		
<b>Search Result Page</b>		
<b>Hide Price Columns</b>		
<b>Show Line Code</b>		
<b>Include Interchange</b>		
<b>View Search Details</b>		
<b>Hide Ship/Bill to information</b>		

<b>Brand Preference</b>	Monroe	<b>Add</b>
<b>Brand(s)</b>	Autolite,Edelmann,Monroe	

- Preferred Manufacturers: This field allows the customer to enter in the brand specific line code for all brands that are desired to have precedence in a parts search result.
- Initial Start Page: The user can select from a drop down menu which page should load when logging into the site.



<b>Preferred Mfgs</b>	EVB
	Example: AC,DEL,DAC
<b>Initial Start Page</b>	Home Page
<b>Grouping</b>	Default Homepage
<b>Sorting</b>	Home Page
<b>Preferred Language</b>	Part # Search
<b>Cart Type</b>	Browse our catalog
<b>WebXPress Checkout</b>	Tool Catalog
<b>Search Result Page</b>	Cataloged Parts
<b>Hide Price Columns</b>	New Catalog Search
<b>Show Line Code</b>	Reporting
<b>Include Interchange</b>	Orders Ready to Ship
<b>View Search Details</b>	test
	New Page
	Catalog Search
	Shipment Main
	Admin Dashboard
	Order Status
	Estimator
	Site Map
	My Customers
	MCL Download
	Enter Tracking Number

- Grouping and Sorting: From the drop down menus the user can assign how parts are arranged on the parts results page.

<b>Grouping</b>	Brand
<b>Sorting</b>	Brand
<b>Preferred Language</b>	Description
	SubCategory
	BrandPreferences

<b>Grouping</b>	Brand
<b>Sorting</b>	Relevance
<b>Preferred Language</b>	Brand
<b>Cart Type</b>	OnHand
	PartNumber
	YourPrice
<b>WebXPress Checkout</b>	Relevance
	Description


- Preferred Language: The default language is English
- Cart Type: User can choose between standard and floating carts. Standard remains in a fixed position while the floating cart moves as the user scrolls up and down the page so that it is always in view.
- WebXPress Checkout: This option is useful for regular user of the site and who use the same shipping information for most orders. The Express checkout automatically enters this information which saves the user the time of manually entering shipping information for each order.

<b>Preferred Language</b>	English
<b>Cart Type</b>	<input type="radio"/> Floating Cart <input checked="" type="radio"/> Standard Cart 
<b>WebXPress Checkout</b>	<input type="checkbox"/> Enable WebXPress Checkout 



- Search Result Page: The user has the option of being presented with alternate or substitute parts when conducting a parts search.
- Hide Price Columns: By default the parts result page will present the customer with the list price, the actual price, and the cost savings for each item added to the order. The customer can choose to hide this information if desired.

<b>Search Result Page</b>	<input checked="" type="checkbox"/> Show Alternate Parts	<input checked="" type="checkbox"/> Show Substitute Parts	
<b>Hide Price Columns</b>	<input type="checkbox"/> Hide Your Price	<input type="checkbox"/> Hide Your Save	<input type="checkbox"/> Hide List Price

- Show Line Code: Selecting this option places a line code column on the part search page. This enables the customer to specify a line code number when looking for a particular brand or part number.
- Include Interchange: Checking this box will display Interchange parts for part number searches by default.
- View Search Details: With this option selected, all search results pages will contain all of the search criteria the customer used to obtain the given results.

<b>Show Line Code</b>	<input checked="" type="checkbox"/> Required (In part search)
<b>Include Interchange</b>	<input checked="" type="checkbox"/> Interchange
<b>View Search Details</b>	<input checked="" type="checkbox"/> (On Catalog Results) 

- Hide Ship/Bill To Information: By default this option is unselected. When selected the customer's shipping and billing information is hidden on the order summary page. This is useful if the customer always uses the same billing and shipping information for all orders placed on the site.
- Specific Conditions to Answer: Certain part searches require the customer to answer specific questions before the search can proceed (i.e. 2WD/2WD/Don't Know). By default the search is directed to ask these questions for every search, but when this option is deselected, the search engine will remember how the customer answered the question on the previous search and will automatically apply it to future searches.

<b>Hide Ship/Bill to information</b>	<input type="checkbox"/> (On Order Summary) 
<b>Specific Conditions Answers</b>	<input checked="" type="checkbox"/> Do Not Remember 

- Remember My Last Vehicle: Checking this setting will remember the last vehicle you searched in the catalog and automatically select it for your next login. Please note that this setting is not applicable for DCI or ConfigureTech catalogs.

**Remember My Last Vehicle**  Remember

3) After all desired changes to the page have been made these settings can be applied either to currently registered users or only users that are registered after the changes have been saved. To save the changes and apply them to future users simply click the "Save Preferences" button at the bottom of the page. To apply changes to existing users as well, click on the "Enable apply to all checkbox" option at the top of the page and then select the "Apply to all existing users" checkbox next to each setting option that should be enabled. Once finished click the "Save Preferences" button at the bottom of the page.

**My Preferences**

Use this page to configure the default preferences of a user. Any new user created in the system will use these default settings. If you enable 'Apply to all existing users' check box for a parameter, then the setting for that parameter would be enforced on all the existing users.

<b>Brand Preference</b>	A1 Cardone <input type="text"/> <input type="button" value="Add"/>	<input checked="" type="checkbox"/> Enable Apply to all checkbox
Brand(s)	<input type="text"/>	<input checked="" type="checkbox"/> Apply to all existing users
<b>Preferred Mfgs</b>	<input type="text"/> (only Line Codes) Example: AC,DEL,DAC	<input checked="" type="checkbox"/> Apply to all existing users
<b>Initial Start Page</b>	Default Homepage <input type="text"/>	<input checked="" type="checkbox"/> Apply to all existing users
<b>Grouping</b>	Description <input type="text"/>	<input checked="" type="checkbox"/> Apply to all existing users
<b>Sorting</b>	OnHand <input type="text"/>	<input checked="" type="checkbox"/> Apply to all existing users
<b>Preferred Language</b>	English <input type="text"/>	<input checked="" type="checkbox"/> Apply to all existing users
<b>Default Labor Rate</b>	0.00 <input type="text"/> <input type="checkbox"/> Apply to all existing users	
<b>Cart Type</b>	<input type="radio"/> Floating Cart <input checked="" type="radio"/> Standard Cart	<input checked="" type="checkbox"/> Apply to all existing users
<b>WebXPress Checkout</b>	<input type="checkbox"/> Enable WebXPress Checkout	<input checked="" type="checkbox"/> Apply to all existing users
<b>Search Result Page</b>	<input checked="" type="checkbox"/> Show Alternate Parts <input checked="" type="checkbox"/> Show Substitute Parts	<input checked="" type="checkbox"/> Apply to all existing users
<b>Hide Price Columns</b>	<input type="checkbox"/> Hide Your Price <input type="checkbox"/> Hide Your Save <input type="checkbox"/> Hide List Price	<input checked="" type="checkbox"/> Apply to all existing users
<b>Include Interchange</b>	<input checked="" type="checkbox"/> Interchange	<input checked="" type="checkbox"/> Apply to all existing users
<b>View Search Details</b>	<input checked="" type="checkbox"/> (On Catalog Results)	<input checked="" type="checkbox"/> Apply to all existing users
<b>Hide Ship/Bill to information</b>	<input type="checkbox"/> (On Order Summary)	<input checked="" type="checkbox"/> Apply to all existing users
<b>Specific Conditions Answers</b>	<input type="checkbox"/> Do Not Remember	<input checked="" type="checkbox"/> Apply to all existing users
<b>Remember My Last Vehicle</b>	<input type="checkbox"/> Remember <input type="button" value="i"/>	<input checked="" type="checkbox"/> Apply to all existing users