



## The CDW Extranet: Quotes

# Create and Retrieve Quotes

and Collaborate with Your Account Manager



### Quotes

Keep your business moving forward with our Quotes feature.

A customer favorite, the Quotes feature offers an easy way to create and access quotes 24x7 through your extranet.

Quotes you request online and quotes prepared for you by your Account Manager are accessible through this feature. Log on to your extranet today to:

- Save time on manual paperwork, generate quotes electronically.
- Create a quote and use it to get approval for a purchase.
- Request quotes for RFPs, RFQs or RFIs.
- Request quotes from your Account Manager.
- Have your quote requests reviewed by your Account Manager.
- View a list of all open quotes or search by quote number.
- Print a copy of a quote.
- E-mail a quote to your Account Manager or a colleague.
- Convert quotes to orders to complete the purchase online.

Your five most recent quotes are conveniently posted to your extranet home page, the My Account page and a complete list is available through the "Quotes and Favorites" menu option.

**Interested? Take a closer look at [CDW.com/tours](http://CDW.com/tours).**

**Or, call your Account Manager to request an extranet today!  
New to CDW? Call 800.750.4239.**

**Welcome, Sheryl Rae in Logged On** Quick Cart  
Enter CDW Part #

**Your Account Manager**  
J.R. Krabill (cc: 19)  
P (866) 710-5194  
F (847) 968-1878  
E J.R. Krabill  
My Account Team

**Now Live! All New Shipping Methods Page**  
Updated features make it easy to scan, select and save your shipping options when you make an online purchase or create a quote. [Learn more](#)

**Recent Quotes** [View All Quotes](#)

Quote #	Quote Date	Description
V357681	3/17/2009	HP STOCK SUPPLIES
V358172	3/17/2009	NEW GRAPHIC DESIGNER

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**Recent Orders** (last 45 days) [View All Orders](#)

There are no recent orders saved for your company. [Back to top](#)

**Your five most recent quotes are conveniently posted to your My Account page.**

**Access a complete list of open quotes through the Quotes and Favorites menu. You can also search for a specific quote by quote number.**

**After you retrieve a quote, one click puts the items in your shopping cart so you can complete your purchase online.**



The CDW Extranet: Favorites

# Save Time and Promote IT Standards

with Company and Personal Favorites



## Company Favorites

Company Favorites are links which are posted to your company's extranet home page, the My Account page. Company Favorites are available to everyone who has access to your company's extranet and are maintained by users with administrative rights. Log on to your extranet today to:

- Share product preferences and standards across an organization.
- Post a list of preferred items.
- Save comparison charts so they may be shared and used again.
- Create bundles containing products typically purchased together.
- Post links to key online destinations such as manufacturer websites.

## Personal Favorites

Personal Favorites are links which are posted to an individual's personal view of your company's extranet home page, the My Account page. Personal Favorites are set by an individual and available just for them. Use Personal Favorites to:

- Keep favorite and frequently-purchased products close at hand.
- Save a list of frequently-referenced products.
- Save comparison charts so they may be shared and used again.
- Create and save and shopping carts for quick and easy repurchasing.

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**Bundles** Edit Company Favorites

Bundle Name	Description	
Supplies HP Color Laser	Consumables for HP Color Laser	
System_Graphic_Designer	Computer and Software New Installation	
System_Sales_Bse	Computer and Software New Installation	

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**Individual Products** Edit Company Favorites

Product Name	CDW#	Availability	Price	
Adobe Acrobat Standard - (v. 9.1) - complete package	1458537	In Stock	\$9.99	
Belkin 10' PRO Series USB 2.0 Extension Cable	141310	In Stock	\$9.99	
Tripp Lite Internet Office 550VA Standby UPS with DBS for PCs	045465	In Stock	\$9.99	

**Promote IT standards and save time on product research with links to preferred products, custom bundles and more.**

**Edit Personal Favorites**  
for **Kenneth Hammel**

My Solutions allows you to save individual products and comparison charts for future reference.

**Individual Products** Edit Personal Favorites

Product Name	CDW #	Availability	Price	
Epson 99 Multipack - print cartridge	1552845	In Stock	\$9.99	
Epson Artisan 800	1564355	In Stock	\$9.99	

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**Comparison Charts** Edit Personal Favorites

Comparison Chart Name
Backup Power UPS Options

**Spend less time finding what you need. Create and save shopping carts and a Personal Favorites list.**