

Ordering Devices

Once a plan has been approved, the user is able to order the devices that were added to the beams in the plan. Ordered devices will be sent to .decimal for manufacturing through [decimal Direct](#) via [secure HTTPS](#).

**Note:**

Skin Collimator ordering is currently not supported.

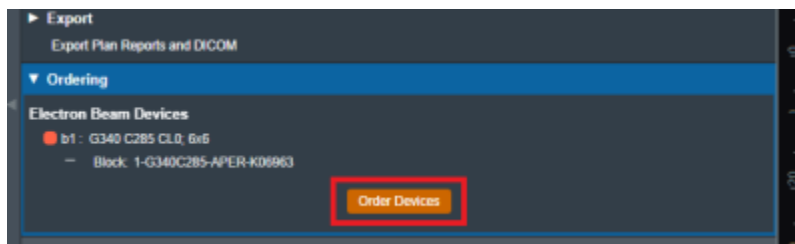


Fig. 1: Part Ordering Example

Select the “order devices” option and all devices will be shown to the user along with the beam in the plan that utilizes said Device. From here users can select which devices they would like to order and move on to the next step.

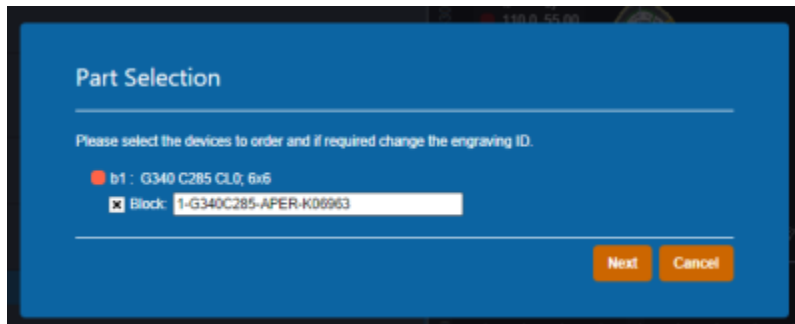


Fig. 2: Part Selection Example

Once the user has decided which devices to order, the following fields will need to be filled out in order to complete the order.

- **Shipping Address:** The address the devices will be shipped to. The areas listed here can be edited or new ones added from the [Organization Configuration](#) block.

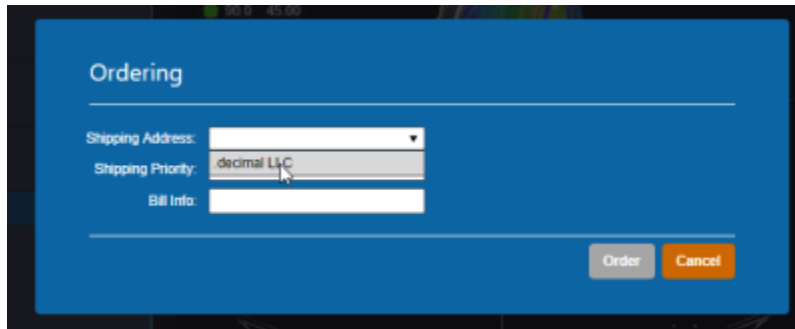
A screenshot of a web application's 'Ordering' form. The form has a blue header with the title 'Ordering'. Below the header, there are three input fields: 'Shipping Address' (a text box), 'Shipping Priority' (a dropdown menu with 'decimal LLC' selected), and 'Bill Info' (a text box). At the bottom right of the form, there are two buttons: 'Order' (grey) and 'Cancel' (orange).

Fig. 3: Ordering Info Example

- **Shipping Priority: Standard** (Overnight delivery by end of day) or **Rush** (Overnight delivery before noon).
 - **Note:** Extra charges may apply for Rush delivery.

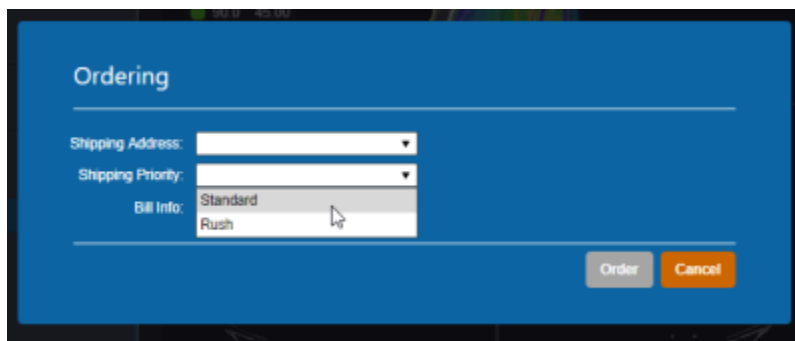
A screenshot of the 'Shipping Priority' dropdown menu. The menu is open, showing two options: 'Standard' and 'Rush'. A mouse cursor is pointing at the 'Rush' option. The background of the form is blue, and the 'Order' and 'Cancel' buttons are visible at the bottom right.

Fig. 4: Shipping Priority Selection

- **Bill Info:** Any additional PO or specific Billing information to be added to the order. This is an optional field.

Once these fields have been filled the device(s) can be ordered and the user will be provided with a confirmation if the order is completed successfully.

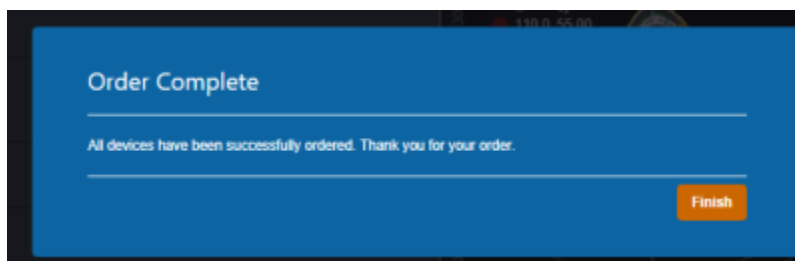
A screenshot of the 'Order Complete' confirmation screen. The screen has a blue background with the title 'Order Complete'. Below the title, there is a message: 'All devices have been successfully ordered. Thank you for your order.' At the bottom right, there is a 'Finish' button.

Fig. 5: Order Confirmation

After the order has been placed to [decimal Direct](#) the ordered devices will be noted within the Ordering block. Additionally users can view the order report for that device by selecting the highlighted link. This will take the user to the [decimal Direct](#) page with the order confirmation for that device.

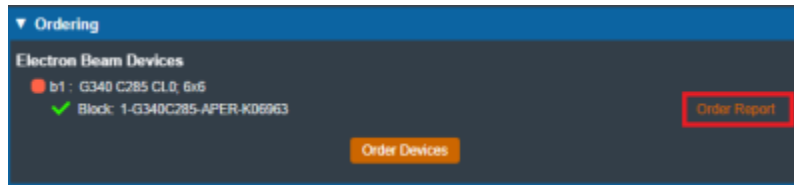


Fig. 6: Access Order Report

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http://apps.dotdecimal.com/doku.php?id=electronrt:userguide:tutorials:ordering_devices

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