Ordering Devices

Once a plan has been approved the user is able to order the devices that were calculated by the plan.
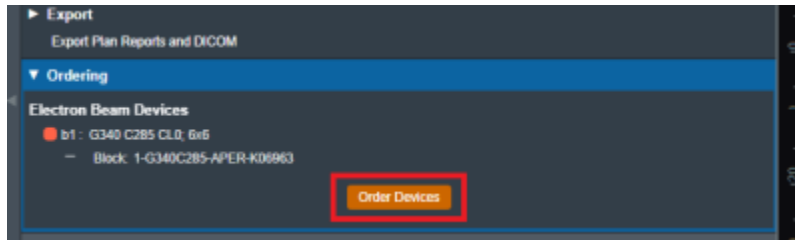

Fig. 1: Part Ordering Example

Simply 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.
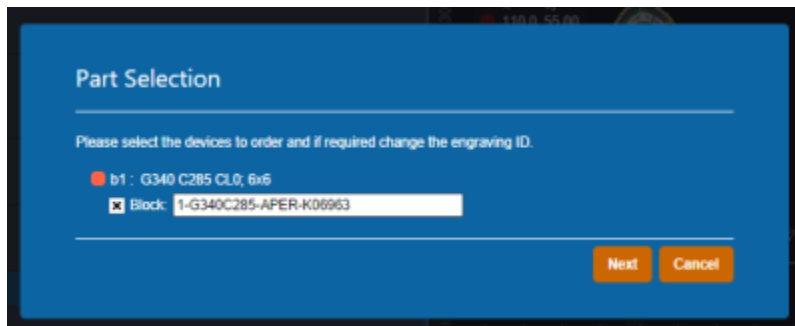

Fig. 3: Part Ordering Example

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.
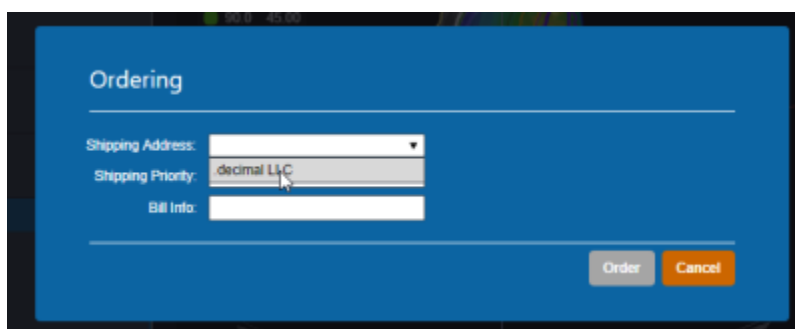

Fig. 4: Part Ordering Example

- **Shipping Priority**: **Standard** (Overnight, delivery by end of day) or **Rush** (Overnight, delivery before noon).

Note: Extra changes may apply for Rush delivery.

Fig. ##: Part Ordering Example

- **Bill Info**: Any additional PO or specific Billing information to be added to the order.

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

Fig. 5: Part Ordering Example

After accepting the confirmation users will see in the approved plan that the ordered device is indeed ordered. Additionally users can view the order report for that device by selecting the highlighted link. This will take the user to the Direct page with the order confirmation for that device.

Fig. ##: Part Ordering Example