

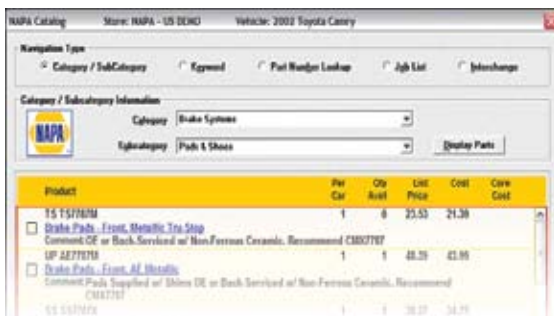
Mitchell1 Manager/ManagerPlus

NAPA Electronic Parts Ordering Operation

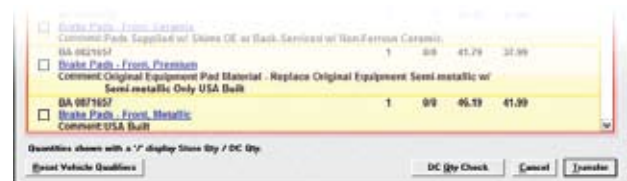
Navigation

Use the selections in **Navigation Type** at the top of the catalog to start the navigation process. Most functions are accessible from any point in the order process. Parts from the catalog are displayed in rows in a list box. A check box on the left of each row allows a user to select a part for transfer.

The part description is shown in blue. Selecting this displays a detail screen for the part which includes an option to display the MSDS if available and to display images of the part if available. Per Car, Quantity Available, List Price and Core Price, if any, are shown for each part. The Per Car quantity is shown if the part is associated with a vehicle. Catalogs configured for U.S. distribution centers also include a DC Quantity Check button. Highlighting a part in the grid and pressing the button will provide the CD Quantity. Catalogs configured for Canada do not include the DC Check button as the store and DC quantity are automatically displayed.



The figure below depicts how the DC Quantity is shown when checked. In this example there are 0 at the store and 1 at the Distribution Center.



Categories

The Categories option is the first step in initiating a parts search. Simply click on the category of the part being searched for. The NAPA Parts Catalog will then automatically scroll to the next step, the sub-category menu.

Subcategories

Much like the Categories list, Sub-categories further define the search for parts. To further define the search, simply select the sub-category of the part being searched for. Also, if a search has already been done in one sub-category, and the user wishes to look for other parts in the same category, but in a different subcategory, they may simply click on the sub-category link to select a new sub-category for the search. If no vehicle has been previously defined, after selecting a sub-category, NAPA automatically defaults to the vehicle selection.



Web Site: Mitchell1.com

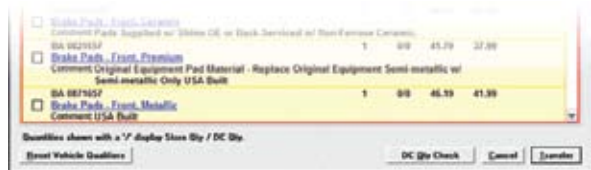
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Job List

Job List is a function that will allow users to search for multiple parts pertaining to a specific type of repair. After selecting Job List, select Year, Make, and Model of the vehicle. NAPA will then provide a list of the most frequently performed maintenance jobs for that vehicle. By selecting one of them, users will be given a list of components that are commonly needed for performing the selected type of maintenance. By simply checking the boxes of the necessary items, NAPA will display a list of all parts needed to perform that job.

Vehicle Selection

The vehicle year, make, model is passed from the Vehicle tab of the current Order. Note that once a vehicle is selected, it appears as the current vehicle search entry. NAPA vehicle matching for four makes (Ford, Dodge, Chevrolet, and Plymouth) will check passenger cars first; then if not found will check the respective truck makes.



A **“Reset Vehicle Qualifiers”** button appears at the bottom of the catalog. Users wishing to change parameters of the current vehicle search may reselect, model, engine size or other parameters by using this feature.

Additional Vehicle Types - Over 70 additional vehicle makes are available which include parts for motorcycle, ATV, personal watercraft, and snow machines. Vehicle types are automatically displayed anytime you navigate the vehicle “Makes” selection screen.

Part Number Lookup

The NAPA Parts Catalog also provides the ability to look up parts by NAPA part number. If the line code is known, it may be entered as well, however it is not necessary. By entering a part number without a line code, NAPA will return a search result for all parts with that specific part number and the appropriate line code. From this list, the user simply selects the part number they wish to add to their current order.



Interchange

Interchange allows the user to enter a manufacturer's or OEM part number and Interchange it to the corresponding NAPA part number(s).

Keyword

Keyword search is a function in the NAPA Parts Catalog that allows users to search for multiple parts containing a common word. NAPA then displays a list of all parts that contain your keyword in them. A wildcard (*) may be combined with keyword searches to create a wider search range. Ex. "hose*" brings up all parts with hose in the description.

Transfer of Parts to a Manager Order

When parts are selected in the parts display, the total number of parts selected is shown at the bottom of the screen. The user can navigate to other parts for further selection. When all parts are selected, the user selects the Transfer button and all selected parts are transferred to the Manager order.

The quantity transferred is the Per-Car quantity if available otherwise the quantity is one. The list price and cost is automatically transferred to the management system order. The sale price of the part to the customer can be calculated using the matrix if the user has 'Calculate Part Sale Amount' set to 'Price', found in Setup / Standard Tables / Parts Pricing. The sale price to the customer is then calculated as Cost times the Markup Matrix. (To set or change the Markup Matrix, go to the Price Markup Matrix tab in the Standard Tables under Setup.)

