PENTLAND CONNECT USER GUIDE & FAQs



GETTING STARTED ON PENTLAND CONNECT

THIS GUIDE WILL HELP YOU START YOUR JOURNEY ON PENTLAND CONNECT (B2B PORTAL) AND ANSWER THE MOST FAQ'S

LOGGING IN

PAGES 3-5

- · How to login
- Login Issues

SITE NAVIGATION

PAGES 6-12

- Homepage
- Search
- Category Filters
- Order Forms
- Basket & Checkout

MY ACCOUNT

PAGES 13-20

- Invoices/Credit
- Quick Order
- Order Management
- Brand Resources
- My Details

SUPPORT & FAQ

PAGE 20-25

- FAQ Page
- Raise Support Ticket
- Contact US

LOGGING INTO THE PORTAL

PENTLAND CONNECT HOW TO LOG ON TO THE PORTAL?



CLICK THE BELOW LINK IN GOOGLE OR PRESS CTRL & CLICK THE LINK https://pentlandconnect.com/login



ENTER YOUR EMAIL ADDRESS & PASSWORD



HIT LOGIN BUTTON

ANY PROBLEMS LOGGING IN PLEASE SEE **NEXT SLIDE**



GOOGLE CHROME WILL PROVIDE THE BEST EXPERIENCE

LANGUAGE PREFERENCES CAN BE CHANGED HERE /

EN V



Member login

PASSWORD	
Forgot your password?	Request For Acc





PENTLAND CONNECT MY LOGIN ISN'T WORKING?



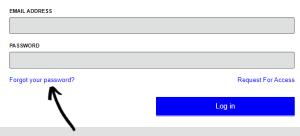
TRY OUR TOP TIPS

- MAKE SURE ANY SPACES ARE REMOVED FROM THE **BEGINNING AND END OF YOUR EMAIL ADDRESS**
- PASSWORDS ARE CASE SENSITIVE
- YOU ONLY HAVE 5 INCORRECT LOGIN ATTEMPTS BEFORE A PASSWORD RESET WILL BE REQUIRED

GET IN TOUCH

- PLEASE NOTE LOGINS AND PASSWORD RESETS WILL ONLY WORK IF YOU HAVE AN ACCOUNT.
- PLEASE SEND AN EMAIL TO OUR CUSTOMER OPERATIONS TEAM EXPLAINING THE ISSUE IF ARE YOU **CANNOT LOGIN (PLEASE SEE SLIDE 25 FOR DETAILS)**

Member login



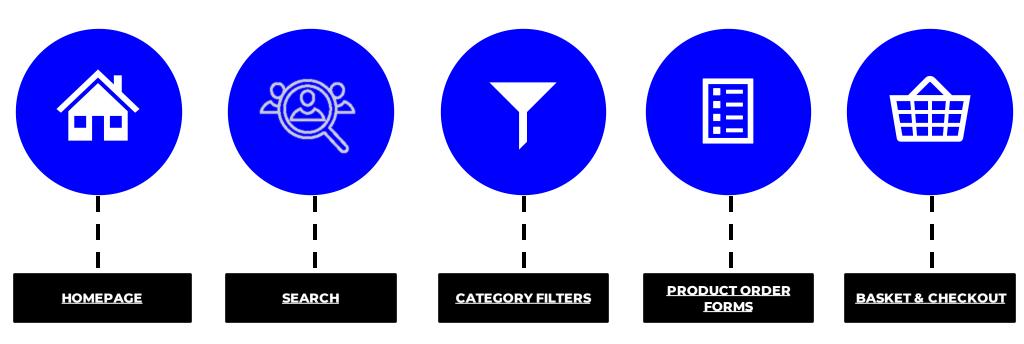


TRY RESETTING YOUR PASSWORD

- IF YOU FIND YOUR LOGIN ISN'T WORKING IT IS BEST TO CLICK "FORGOT YOUR PASSWORD?" ON THE LOGIN PAGE AFTER A COUPLE OF FAILED LOGIN ATTEMPTS
- YOU WILL BE PROMPTED TO ENTER YOUR REGISTERED EMAIL ADDRESS. INSTRUCTIONS ON HOW TO RESET YOUR PASSWORD WILL BE SENT TO YOU WITHIN THE HOUR

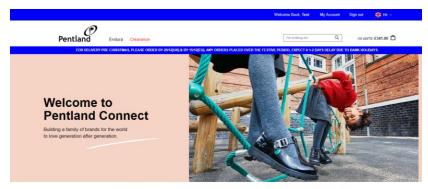
SITE NAVIGATION

SITE NAVIGATION



PENTLAND CONNECT HOMEPAGE

CLICK ON THE BRAND ICONS TO TAKE YOU THROUGH TO SPECIFIC BRAND CONTENT





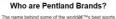








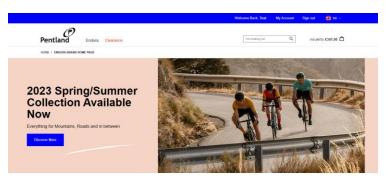






Check out our FAQ and training videos.











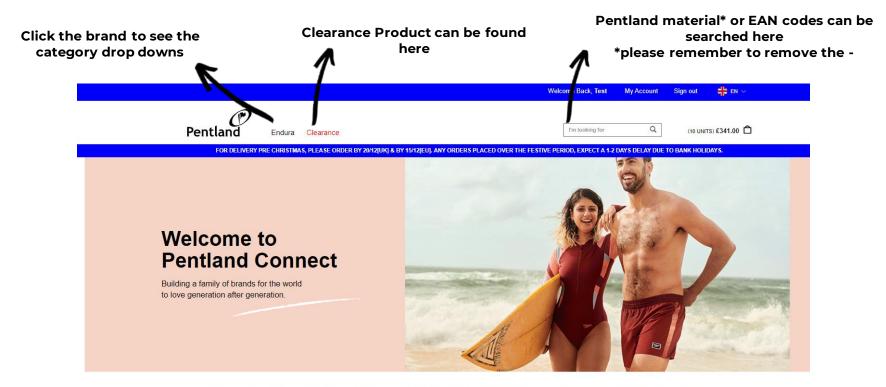








New SS23 Colours A flavour for everyone







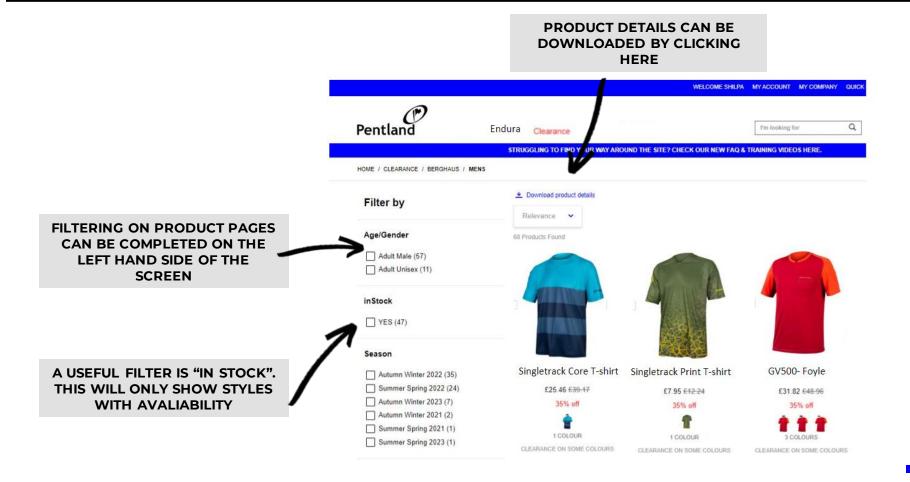




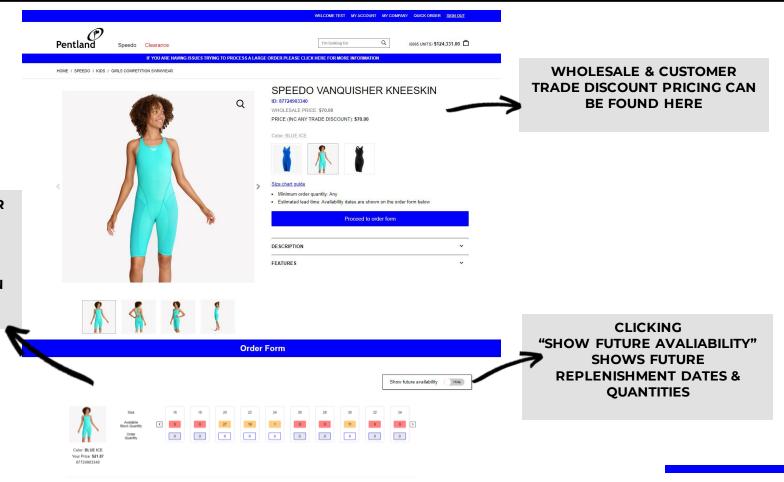




PENTLAND CONNECT CATEGORY BROWSING



PENTLAND CONNECT PRODUCT ORDER FORM



ORDER FORMS ARE COLOUR CODED BY AVALIABILITY.

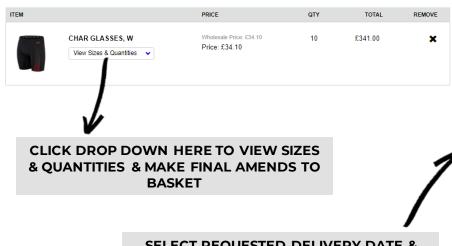
BACK ORDERS CAN BE PLACED BY KEYING IN OUANTITIES GREATER THAN CURRENT AVALIABILITY

PENTLAND CONNECT BASKET & CHECKOUT

Basket

 Items in stock are available for delivery after 2 business days.

Please note that if you are a proforma customer then any back orders placed must be paid for in advance when checking out. Delivery dates on back orders are an estimate only and will be delivered when the item is back in stock.



SELECT REQUESTED DELIVERY DATE & GIVE THE ORDER A REFERENCE (PO TYPE) BEFORE PROCEEDING TO CHECKOUT

Subtotal: NET TOTAL *No taxes are included in the total	£341.00 £341.00
Request delivery date (In-Stock ite	ems Only)
Promotional Code	Apply
Checkout	

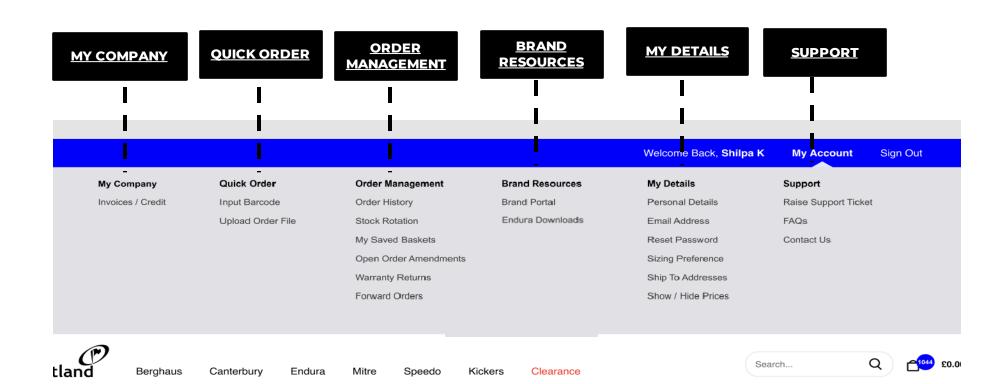
Continue shopping

Further Options

- ▲ Download product details
- m Empty basket
- + Save basket

MY ACCOUNT

MY ACCOUNT



93470524

93513008

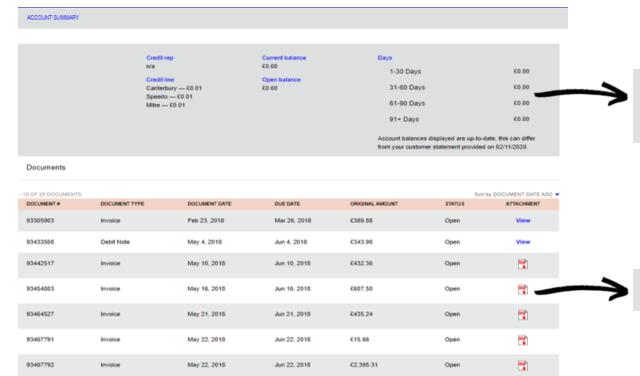
Invoice

Invoice

May 23, 2018

May 25, 2018

PENTLAND CONNECT MY COMPANY- INVOICES/CREDIT



Jun 23, 2018

Jun 25, 2018

C656.82

€9.45

Open

Open

MANAGER ACCOUNTS HAVE **ADDITIONAL ACCESS TO AN ACCOUNT SUMMARY & INVOICE DATA**

INVOICES CAN BE DOWNLOADED INTO PDF HERE

PENTLAND CONNECT QUICK ORDER

IF YOU NEED TO PLACE A LARGE ORDER THEN OUR QUICK UPLOAD ORDER FILE CAN BE USED.

FULL INSTRUCTIONS & TEMPLATES CAN BE FOUND ON THE QUICK ORDER LANDING PAGES

Upload Order File

The upload order file can be used to upload an order directly from excel.

In order to do this please follow the instructions below:

- Download the file template below DOWNLOAD SAMPLE CSV HERE
- Populate the product EAN in column A and the quantity in column B
- Save the file on your computer (it must be saved as CSV and be no larger than 10.00KB)
- · Hit upload and add the file

Select a file to upload. The file must be a text file with extension CSV.

Choose file

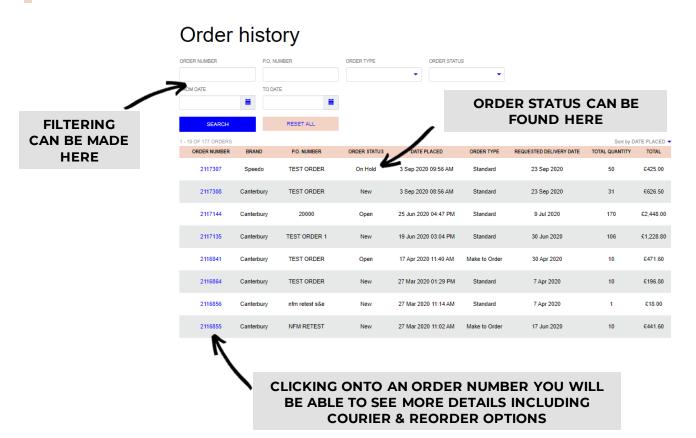
Large Orders

It is recommended only baskets of 100 EANs or less are imported. If you want to place an
order over this size please separate your baskets up into multiple CSV files and upload.

Import

PENTLAND CONNECT ORDER MANAGEMENT- MY ORDERS

MY ORDERS WILL SHOW DETAILS OF ALL ORDERS PLACED AGAINST YOUR **ACCOUNT**



PENTLAND CONNECT BRAND RESOURCES

BRAND PORTAL

BRAND PORTAL WILL GIVE YOU ACCESS TO FURTHER **IMAGES, VIDEOS, RETAIL ARTWORK TOOLKITS & MORE!** FOR FURTHER INFORMATION PLEASE CLICK HERE

A GUIDE TO

Canterbury

Pentland Brand Portal

KicKers Boxfresh **berghaus**

speedo **berghaus**

> mitre > speedo -

DOWNLOADS

PAGE TO DOWNLOAD BRAND CATALOGUES, **GUARANTEES, PRICE LISTS & MORE**



Endura Ke stažení

Please click the documents to download

Užitečné dokumenty

Endura 90denní záruka spokojenosti – obecné informace a postup prodejce

Endura 90denní záruka spokojenosti – formulář pro vrácení

◆ Prohlášení o shodě

Katalog(y)

EPOS

. Sample EPO File

◆ AW23 Brochure DE WEB

Logos

± Endura Logo 2022 Alt Black

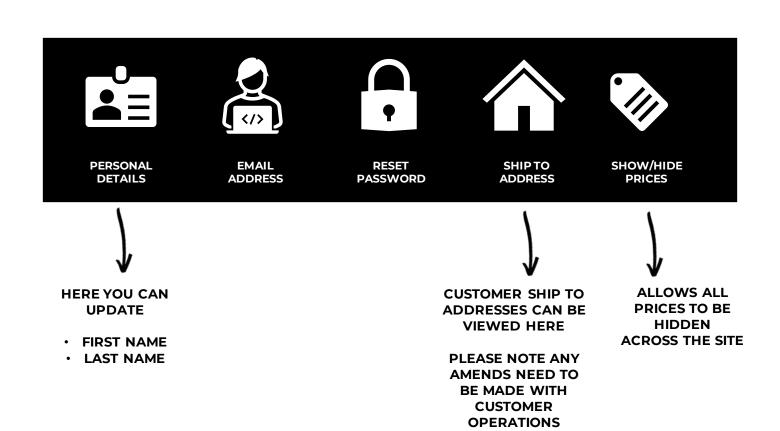
Endura Logo 2022 Alt White

Endura Logo 2022 Standard Black

. Endura Logo 2022 Standard White

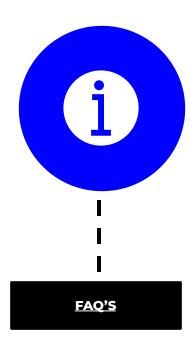
MY DETAILS

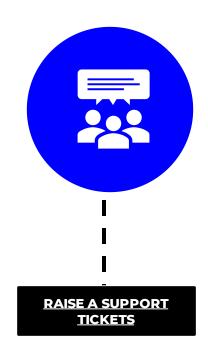
CUSTOMER DETAILS
CAN BE FOUND &
UPDATED IN THE MY
DETAILS SECTION
FOUND UNDER MY
ACCOUNT

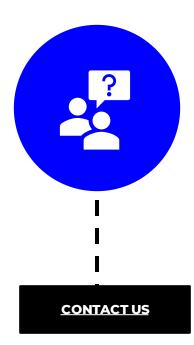


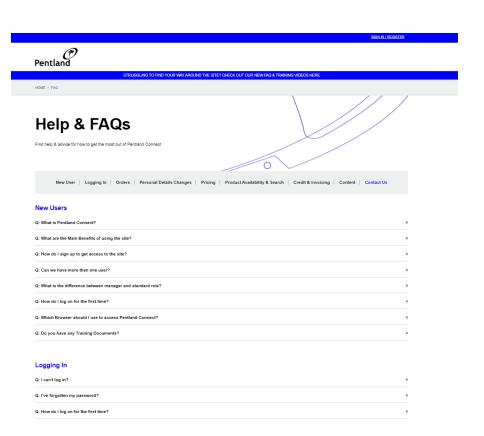
SUPPORT & FAQS

SUPPORT







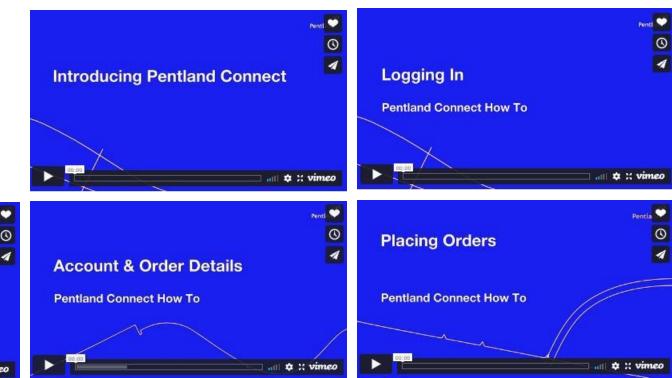


Navigate to areas of our FAQ page

- New Users Click Here
- Logging In Click Here
- Orders Click Here
- Personal Detail Changes Click Here
- Pricing Click Here
- Product Availability & Search Click Here
- Credit & Invoicing Click Here
- Content Click Here

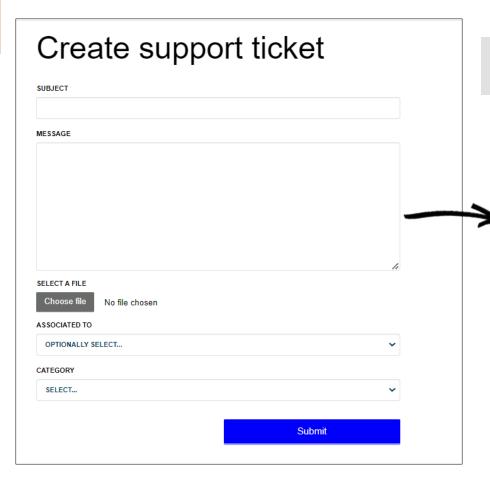
PENTLAND CONNECT TRAINING VIDEOS

We have a number of training videos housed in our FAQ page that can help you navigate the site* *Please note that these videos are only available in English





PENTLAND CONNECT RAISE A SUPPORT TICKET



IF YOU NEED TO CONTACT THE CUSTOMER OPERATIONS TEAM WHEN LOGGED INTO THE SITE YOU CAN RAISE A SUPPORT TICKET WHICH CAN BE FOUND UNDER "MY ACCOUNT"

FILL IN THE SIMPLE FORM AND PRESS SUBMIT AND A MEMBER OF THE TEAM WILL COME BACK TO YOU

IF YOU EXPERIENCE ANY PROBLEMS, PLEASE **GET IN TOUCH**

UK <u>ukcustomerservices@endura.co.uk</u> Europe europe@endura.co.uk