

### Vision Quick Start Guide

Vision is full of useful information and resources that can help you grow your business. To get started, here are some tips for using Vision to enhance your own selling process. As you get started, feel free to explore other areas in the system to identify the features that work best for you!

Vision's BW360° empowers you with the up-to-date information you need to increase sales. This interactive dashboard allows you to get all of your account's information in one place and link to the other features of Vision from one central location.

### 1. Logging In

Begin by navigating your web browser to <a href="http://e.brandwise.com">http://e.brandwise.com</a> and logging in using the username and password that has been provided by the supplier.

### Lost your Password?

- Click I forgot my password to get started.
- Enter your username to reset your password and have a temporary password emailed to you.





### Tips & Tricks

If you're having trouble with Vision, try disabling pop up blockers or adding e.brandwise.com to Internet Explorer's trusted sites.

Just open the tools menu and select Internet Options



### What Web Browser Should I Use?

With Vision, you should use Internet Explorer when on a Windows based system.

If you use a Mac, Safari is supported.

Other browsers may not render correctly and that can keep you from getting to all the information and resources packed into V.

### 2. Navigating Vision

After logging in to Vision, you can navigate through the site's features using the navigation bar at the top of the screen. When you click on one of these menu items, a list of pages containing different data, reports and features becomes available.

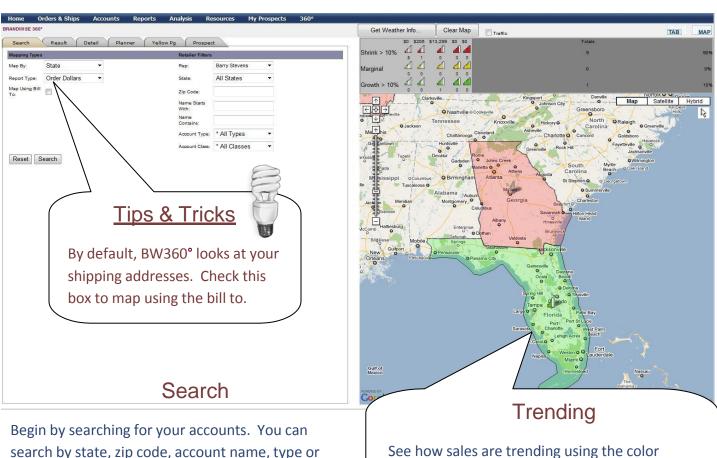


# 3. Using BW360°

When you open BW360°, you are immediately taken into the mapping feature, where you will be able to access all of your account information plotted visually on the interactive map.

#### BW360°

BW360° offers one-stop shop access to your account information including order and shipping history. Click on this menu item to open the mapping feature and begin searching for your accounts.



search by state, zip code, account name, type or class.

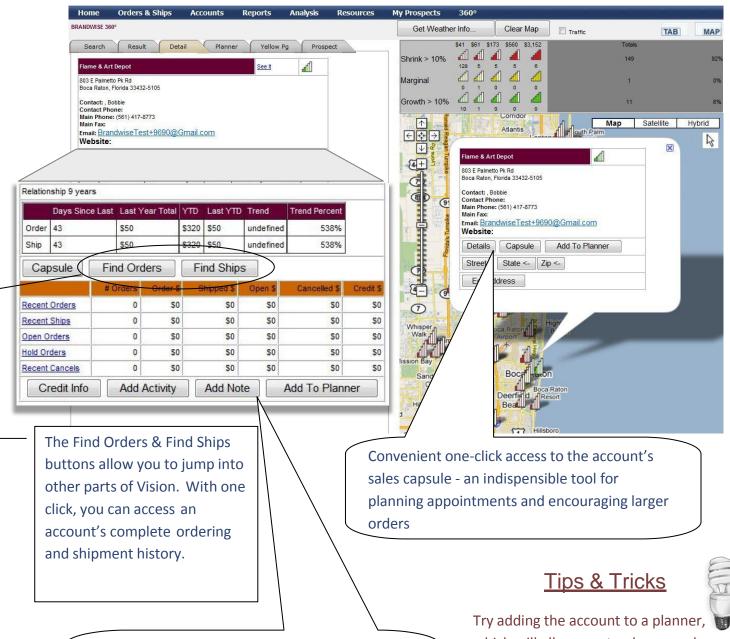
When searching you can view trending information by ordered or shipped dollar amount.

code and bar graphs on the map. After having searched by state, we can see that sales in

Florida are up while Georgia's are down.

### 4. Getting order details for your accounts through BW360

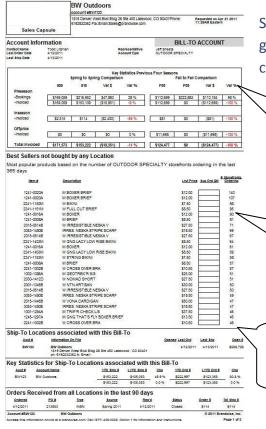
When you map by account, you can view details for each account by clicking on the bar graph for that account. Details include when the most recent order was placed or a shipment was posted as well as some key statistics. From this screen, you can link to other parts of Vision.



Adding Account Activities and Notes allows you to track progress with an account and keep important account information in one place.

Try adding the account to a planner, which will allow you to plan your day with a list of accounts to visit, driving directions, and the option to print sales capsules for several accounts at once.

### 5. Sales Capsules



Sales Capsules are an integral feature within Vision that allows you to get all of an account's information and the tools sales reps need to create larger orders and faster reorders.

Compare Order & Shipment History: Key statistics outline the order and shipment history entered over your last few selling cycles. A statistics snapshot will give you an immediate overview of an account's bookings vs. invoiced shipments.

Identify Best Sellers not Ordered: Sales Capsules allow you to provide a list of the most popular products that have been ordered by similar accounts over the last year that this account has not purchased.

All of the account's shipping addresses will list here as well, showing the last order placed for each and a summary of key statistics by ship-to

Vision has the tools and resources that sales reps need to place larger orders more quickly on the road. Using these tools has been shown to increase average order size and simplify the selling process for sales reps.

## Tips & Tricks

You can export Sales Capsule reports to Microsoft Excel, allowing you to tailor the report to the information your account needs most!

Identify Open and Back-Ordered Items: Track open and back-ordered items. You can use this section to simplify reorders and avoid purchasing any item that has already been ordered.

Get a snapshot view of invoice and sales activity here.

Simplify Reorders: Plan reorders using the Sales Capsule's reorder worksheet. This tool identifies previously shipped items and quantities so you can easily plan reorders.

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