

## Home Page

A compact navigation bar will help you find the items you are looking for. The button corresponding to the page you are currently viewing will remain highlighted.

The main content section of the Home Page provides quick links to common areas. Users can go directly to browsing for products.

The screenshot shows a web browser window titled "Converge - Windows Internet Explorer" with the address bar displaying "http://newinterfacetest.converge.guardiangroup.inet/Secure/Home.aspx". The page content includes a header with "Online Stationery Store" and a "Basket Total : \$0.00 (0) Items" with a "View Basket" button. A navigation bar contains links for "Home", "Browse Products", "Order History/Check Status", and "Manage My Account", with "Home" highlighted. Below the navigation bar, it shows "Stored text profile for: Bobbie Miller" with "Switch" and "Manage" options, and a search bar with "Search for Products" and "Search" buttons. The main content area features a "Welcome!" message and a section titled "Ordering Instructions:" with a PDF icon and a "Click Here to open" link. A left sidebar lists "Personalized Items" (Business Cards, Letterheads, Envelopes, Memo Pads, Mailing Labels, Post-it® Notes, Folders, Holiday Cards, View All) and "Fulfillment Items" (Window Clings, View All). The status bar at the bottom indicates "Internet | Protected Mode: Off" and "100%" zoom.

## Product Menu

You may also skip directly to any product at any time by using the Product drop down menu. This menu will display all categories and products in a compact format with the preview included.

The screenshot displays the 'Online Corporate Stationery' website interface. The browser address bar shows the URL: [http://orders.cgintl.com/cgforce/Converge\\_POC/home.asp](http://orders.cgintl.com/cgforce/Converge_POC/home.asp). The page features a navigation menu with options: Home, Browse Products, Order History / Check Status, Manage My Account, Approval Queue, Administrator Tools, and Reports. A search bar is present with the text 'Search for Products' and a magnifying glass icon. The user's profile is identified as 'Jonathan James Sample' with a 'Switch' and 'Manage' option. The main content area is titled '» SHOP BUSINESS CARDS' and includes a 'Show in Catalog' button. A list of business card options is shown:

- CORPORATE
- BC1 - Business Cards (Savings & Loan)
- BC2 - Business Cards (Think Outside)
- BC3 - Business Cards (Storage Solutions)
- BC4 - Business Cards (Pinpoint Accuracy)**
- BC5 - Business Cards (Now Showing!)
- BC6 - Business Cards (Printing Solutions)

A 'Product Preview' window is open for BC4, showing a business card design with a target graphic and a QR code. The preview includes the text: 'Send the link with your business card to your customers and they can view the product at'. The left sidebar contains navigation categories: 'Personalized Items' (Business Cards, Letterheads, Envelopes, Memo Pads, Holiday Cards, Stamps, Name Badges, View All), 'Fulfillment Items' (Product Brochures, Employee Forms, RFQ Forms), and 'My Favorites' (Midwest Executives, 2011 Tech Conference, Environmental Docs). The bottom status bar indicates 'Internet | Protected Mode: Off' and a zoom level of 100%.

## Product Catalog

The enhanced product catalog will save you time by reducing clicks to navigate through products and categories.

The screenshot shows the 'Online Stationery Store' interface. At the top right, there are links for 'FAQ | PDF Instructions | Logout' and a 'View Basket' button showing a total of '\$0.00 (0) Items'. A navigation bar includes 'Home', 'Browse Products', 'Order History/Check Status', 'Manage My Account', 'My Administration Tools', and 'Reports'. Below this, a user profile for 'John Doe' is shown with 'Switch' and 'Manage' options, alongside a search bar for products. The main content area is titled 'Personalized Items > Business Cards' and displays a grid of product thumbnails. A green callout box with the text 'Select the item you wish to order' is overlaid on the grid. The left sidebar lists various stationery items: Business Cards, Letterheads, Envelopes, Memo Pads, Mailing Labels, Post-it® Notes, Folders, Badges, Stamps, Flyers, Business Forms, Brochures, Postcards, Posters, All Occasion Cards, Custom All Occasion Cards, Calendars, Holiday Cards, Custom Holiday Cards, Report Covers, and View All. Each product thumbnail includes a small image and a title, such as 'BC1 Landing Page - Business Card' or 'BC2 Landing Page - Business Card - Think Outside - Landing Page QR Code'. Below each thumbnail are links for 'Order This Item' and 'View Larger Image'.

## Item Detail

Once you have selected a product you will see the item detail screen. This will allow you to view a larger image and select your quantity before going on to customize the product.

The screenshot shows a web browser window displaying the 'Online Corporate Stationery' website. A modal window is open, showing the 'Item Details' for a product. The modal includes a contact information section with a piggy bank icon, a QR code section with a smartphone icon, and a 'Select Quantity' dropdown menu set to '250'. The price is listed as '\$6.00'. A green callout box with a white border and a red 'X' icon in the top right corner points to the quantity dropdown and contains the text 'Select quantity'. Below the modal, there are two product thumbnails labeled 'BC5 Business Card - Now Showing' and 'BC6 Business Card - Printing Solutions'. The browser's address bar shows the URL 'http://orders.cgintl.com/cgforce/Converge\_POC/product\_catalog.asp#'. The status bar at the bottom indicates 'Internet | Protected Mode: Off' and '100%' zoom.

http://orders.cgintl.com/cgforce/Converge\_POC/product\_catalog.asp#

http://orders.cgintl.com/cgforce/Converge\_POC/

Contact us Toll Free: 1-800-247-2751 or customerservice@cgintl.com (Now Available) Live Chat! FAQ Download PDF Instructions Logout

Online Corporate Stationery Basket Total: \$0.00 (0) Items

Home Business Cards Letterheads Envelopes Memo Pads Holiday Cards Stamps Name Badges View All

Personalized Business Cards Letterheads Envelopes Memo Pads Holiday Cards Stamps Name Badges View All

Fulfillment Items Product Brochures Employee Forms RFQ Forms

My Favorites Midwest Executives 2011 Tech Conference Environmental Docs

Item Details

Item Number: BC1  
Description: Business Cards - Savings and Loan

Select Quantity: 250

Price: \$6.00

View Full Size Image Continue / Personalize This Item

BC5 Business Card - Now Showing

BC6 Business Card - Printing Solutions

1 2 3 4 5 6 7 » NEXT PAGE

Done Internet | Protected Mode: Off 100%

## Personalizing Items

Once a product has been selected, you are offered a, "all in one" screen to personalize the item.

This screen includes personalization prompts with instant proofing.

Additional options for proofing are available, including selecting the Zoom Level and viewing as a PDF.

File Edit View Favorites Tools Help  
http://orders.cgintl.com/cgforce/Converge\_POC... Page Safety Tools

Online Corporate Stationery Basket Total: \$0.00 ( 0 ) Items View Basket  
Recall order(s) on hold

Home Browse Products Order History / Check Status Manage My Account Approval Queue Administrator Tools Reports

Stored text profile for: Jonathan James Sample Switch Manage Search for Products

### Personalizing Your Item

Item: BC1 Item Details

Prefill prompts with stored text: John Q. Sample Update my stored text with:

Name: Title 1: Title 2: Company: Address 1: Address 2: City: State: Zip: Phone 1: - Shrink / + Expand

100% View Full Size Image

Demo Only Imprint will update when programming is complete.

Once finished, click Approve Proof and Save to Basket

#### Approving Your Proof:

Do you require another person to approve this proof? A sample of your proof can be emailed from the basket page.

Do you need to put this order on hold? This feature is also available on the basket page.

I've changed my mind! Cancel do not add this item to my cart.

Continue / Add to Basket

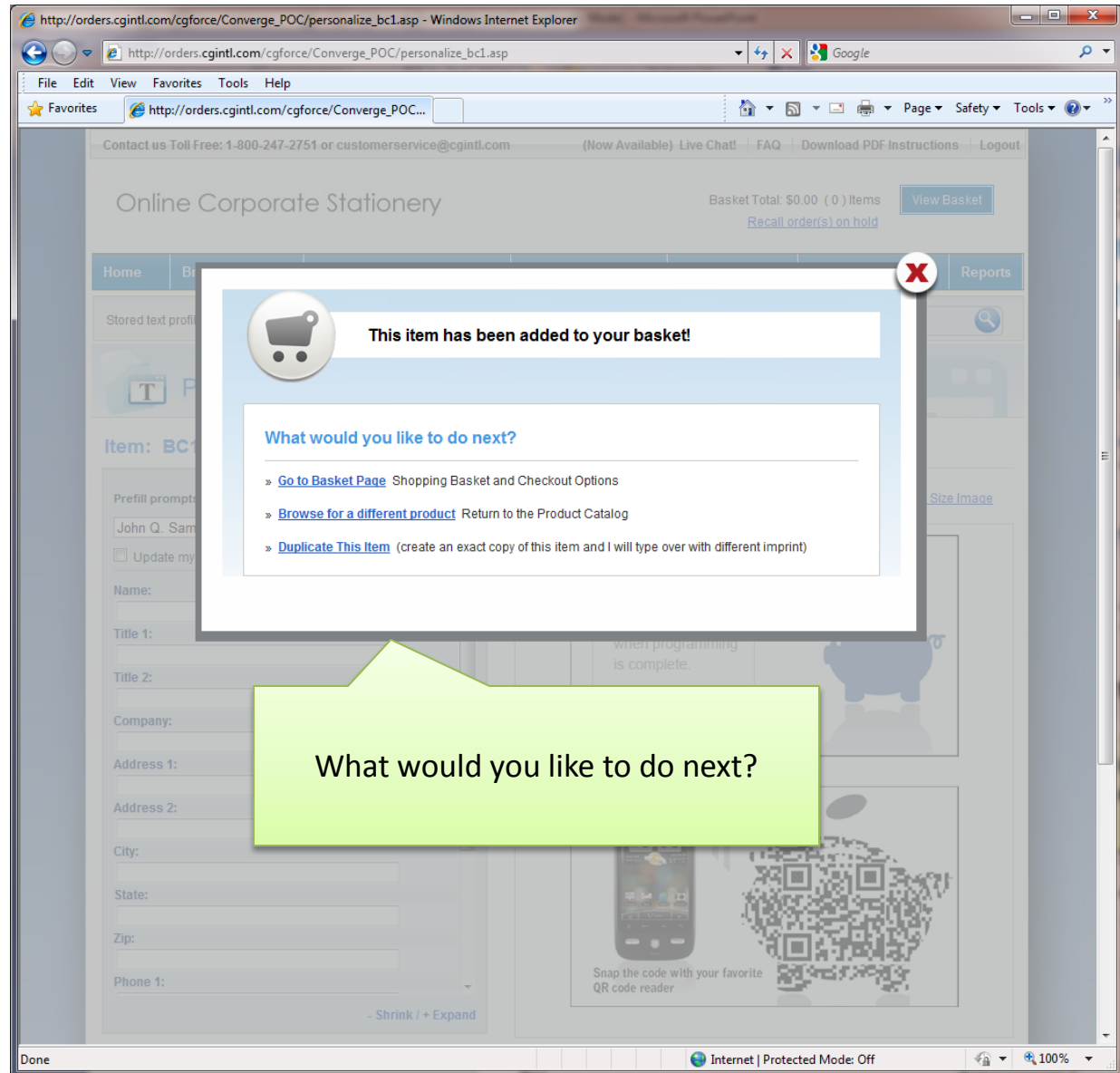
Terms of Use | Privacy Policy

Done Internet | Protected Mode: Off 100%

## Item Added to Basket

A popup screen will appear to notify you that the item has been added to your basket.

From here you can select which option you'd prefer.



The screenshot shows a Windows Internet Explorer browser window displaying the 'Online Corporate Stationery' website. The browser's address bar shows the URL: [http://orders.cgintl.com/cgforce/Converge\\_POC/personalize\\_bc1.asp](http://orders.cgintl.com/cgforce/Converge_POC/personalize_bc1.asp). The website header includes contact information (1-800-247-2751), a live chat option, and a 'View Basket' button showing a total of \$0.00 for 0 items. A central popup window with a shopping cart icon and a red 'X' close button contains the message: 'This item has been added to your basket!'. Below this message, a section titled 'What would you like to do next?' offers three options: 'Go to Basket Page' (Shopping Basket and Checkout Options), 'Browse for a different product' (Return to the Product Catalog), and 'Duplicate This Item' (create an exact copy of this item and I will type over with different imprint). A green callout box with a white border points to the 'What would you like to do next?' section, containing the text 'What would you like to do next?'. The background of the website shows a form for personalizing an item, with fields for Name, Title 1, Title 2, Company, Address 1, Address 2, City, State, Zip, and Phone 1. A QR code is visible in the bottom right corner of the page.



## View Basket

The checkout process has been enhanced to further reduce clicks.

The shopping cart now includes a small product thumbnail and the Estimated Delivery date, which will adjust according to the shipping location.

Shipping and Payment options have been added to this section.

The screenshot shows the 'Online Corporate Stationery' website's shopping basket and checkout process. The page is viewed in Internet Explorer. At the top, the navigation menu includes 'Home', 'Browse Products', 'Order History / Check Status', 'Manage My Account', 'Approval Queue', 'Administrator Tools', and 'Reports'. The user is logged in as 'Jonathan James Sample'. The shopping basket contains two items:

Item Sample	Item Details	Price
	Quantity Selected: 500 Item & Description: STAMP4 - Printed Stamp In-House Production Time: Standard 3 Days Shipping Method: UPS Ground Estimated Delivery Date: 07/31/2011	\$12.00
	Quantity Selected: 500 Item & Description: BCI - OR Code Business Card Savings & Loan Bruce Whittemore In-House Production Time: Standard 3 Days Shipping Method: UPS Ground Estimated Delivery Date: 07/31/2011 Landing Page Updated: Yes	\$8.00

Below the items, there are 'Basket Options' including 'Place Order On Hold'. A summary table shows:

Shipping (enter shipping address to calculate):	\$20.99
Tax (enter shipping address to calculate):	\$0.00
<b>Order Total</b>	<b>\$20.99</b>

The 'Ready to Checkout?' section includes a 'Shipping Details' form with fields for Company, Contact Name, Street Address, Suite, Floor, Bldg, City, ST Postal Code, and Country. A 'Requester Details' form is also present. A 'Completing your order:' section features a 'Final Approval' checkbox and a 'Submit This Order' button. A summary table at the bottom left shows:

<b>Basket Total:</b>	<b>\$20.99</b>
Shipping Charges:	\$0.00
Taxes:	\$3.00
<b>Order Total:</b>	<b>\$31.99</b>

Checkout page, complete all required fields

Approve your order and submit

## Order Complete

Once the order is placed, you will see a Thank You screen which includes the order confirmation number.

You will also be able to open a printer-friendly version of your order. This will include the order details and small-scale proofs for your records.

In most cases you will also receive an email confirmation which contains all of the order details. Individual companies may have different options, such as punching out to a different application for checkout.

http://orders.cgintl.com/cgforce/Converge\_POC/order\_confirmation.asp - Windows Internet Explorer

http://orders.cgintl.com/cgforce/Converge\_POC/order\_confirmation.asp

File Edit View Favorites Tools Help

Home Browse Products Order History / Check Status Manage My Account Approval Queue Administrator Tools Reports

Stored text profile for: Jonathan James Sample Switch Manage Search for Products

Online Corporate Stationery Basket Total: \$0.00 (0) Items View Basket Recall order(s) on hold

Thank you, the order has been sent!

What's next?

Now that your order has been placed you will receive an email confirmation shortly.

Save your email and order number for future reference.

[Frequently Asked Questions](#)

How was your experience?

Our goal is to create an online solution where fast and easy ordering meet. Please let us know how we are doing by participating in a quick survey.

[Take our Survey!](#)

Order Summary [Printer Friendly View](#)

Order Number: 123456 Created on: 06/03/2011

Requester Details: Corporate Graphics International  
Paula Heyer  
885 Northway Drive  
Suite 123  
North Mankato, MN 56003

Shipping Details: North Mankato, MN 56003  
City, ST Postal Code: North Mankato, MN 56003  
Country: US

Basket Summary

Quantity	View Sample	Item Detail
500	<a href="#">Item Imprint</a>	BC1 - Savings & Loan Business Cards - PO Number: 123456 Cost Center Number: 123456 Ship Method: UPS Next Day Air Production Time: Standard 5 Days
10,000	<a href="#">Item Imprint</a>	ENV1 - Savings & Loan #10 Envelopes - PO Number: 123456 Cost Center Number: 123456 Ship Method: UPS Next Day Air Production Time: Standard 5 Days

3/31/2010 8:57:17 AM

Online Order Confirmation

Thank you for using our online ordering system. This email contains important details regarding your recent purchase, please retain a copy of this email for future reference. Check the status of this order at any time with our [Online Order Tracking](#).

Order Number: 368114

Sample Item	Item Details	Qty.	Reah	Shipping Selection	Price
<a href="#">View</a>	BCS Business Card - Cutting Edge Print	250	No	UPS Ground	\$1.00
					Basket Total: \$ 1.00
					Shipping Total: \$ 7.26
					Tax Total: \$ 0.57
					Order Total: \$ 8.83

Shipping Requester Information

Company Name: Company Name Here  
Attention: Contact Name  
Address1: Address Line 1  
Address2: Address Line 2  
City: North Mankato  
State: MN  
Zip: 56003  
Country: US

Submitter Name: Submitter Name  
Phone: 800-000-0000  
CostCenter: 12345

If you have any questions about this order or the products/services you've purchased, please feel free to:

- Access a printer friendly version of your order [Click Here!](#)
- Contact Customer Service Toll Free: (800) 247-2751
- Email us at [customerservice@cgintl.com](mailto:customerservice@cgintl.com)



Thank You!

Each web page includes a Customer Service contact phone number at the top of the screen. Please call us if you have further questions!

