

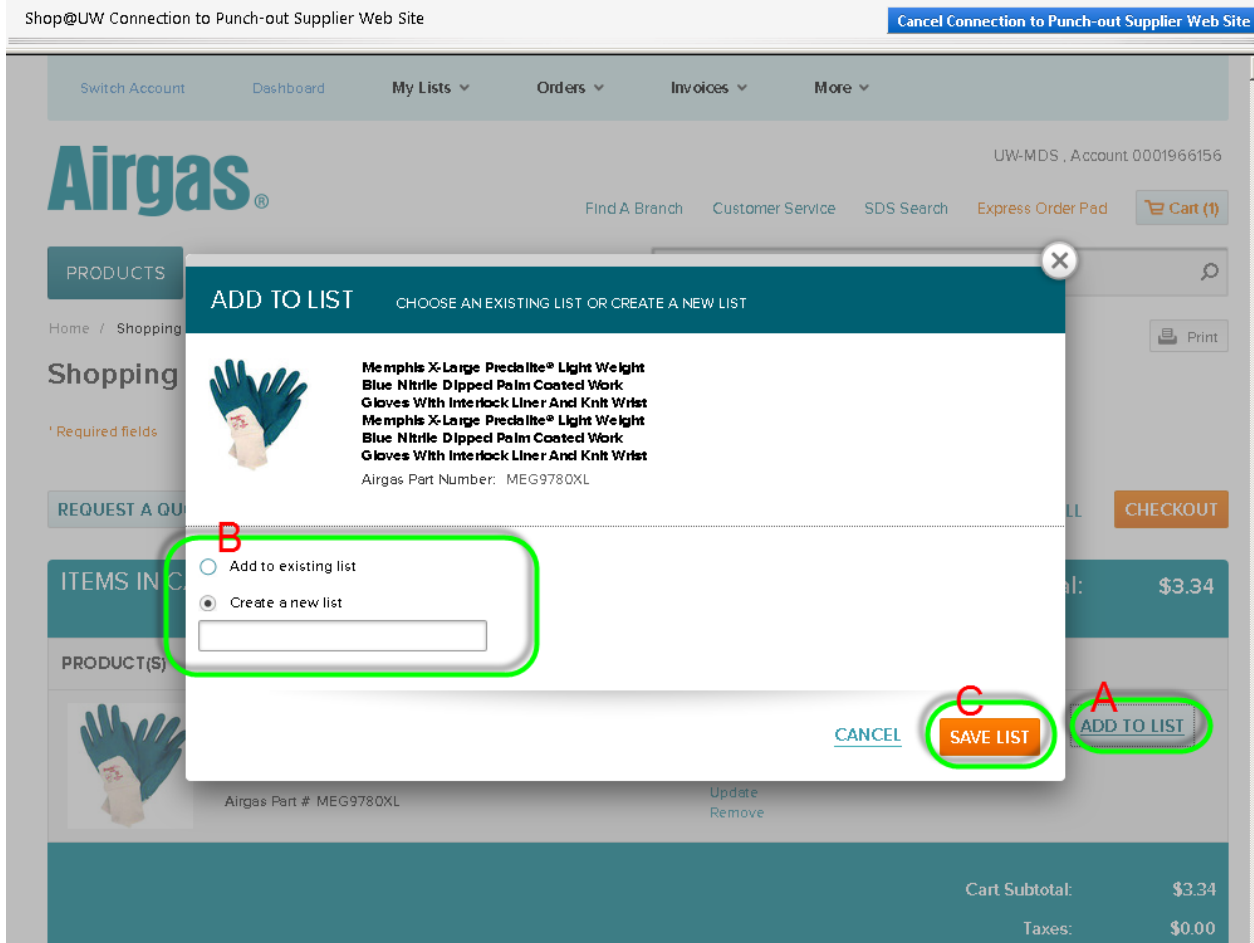
Airgas Punch-out: Using Lists (Favorites/Templates)

Please Note: Favorites are referred to as “Lists” within the Airgas punch-out site. The customer will see all of the lists associated with the UWMDS organization, MDS Account 0001966165. All lists are displayed in the “My Lists” page and are not limited to lists created via your own MD account number

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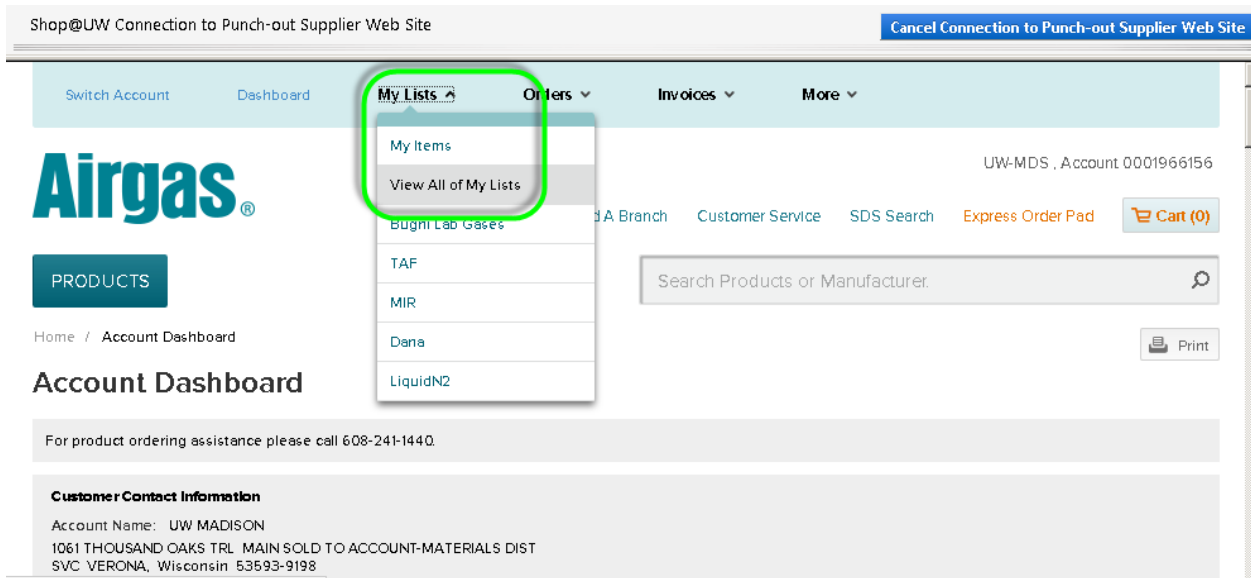
Adding Items to Lists at the Airgas Punch-out Site

1. Locate the item(s) in the shopping cart that are to be added to a list.
 - A. Click on the “Add to List” link for the item.
 - B. Determine if the item is to be added to an existing list or in a new list.
 - C. Save the list.



Finding Favorites on the Airgas Punch-out

1. Click on “My Lists” in the top navigation and select “View All of My Lists” from the dropdown. The user will see all of the lists associated with the UWMDS organization.



Shop@UW Connection to Punch-out Supplier Web Site Cancel Connection to Punch-out Supplier Web Site

Switch Account Dashboard **My Lists** Orders Invoices More

Airgas®

UW-MDS , Account 0001966156

Find A Branch Customer Service SDS Search Express Order Pad **Cart (0)**

PRODUCTS

Home / Account Dashboard

Account Dashboard

For product ordering assistance please call 608-241-1440.

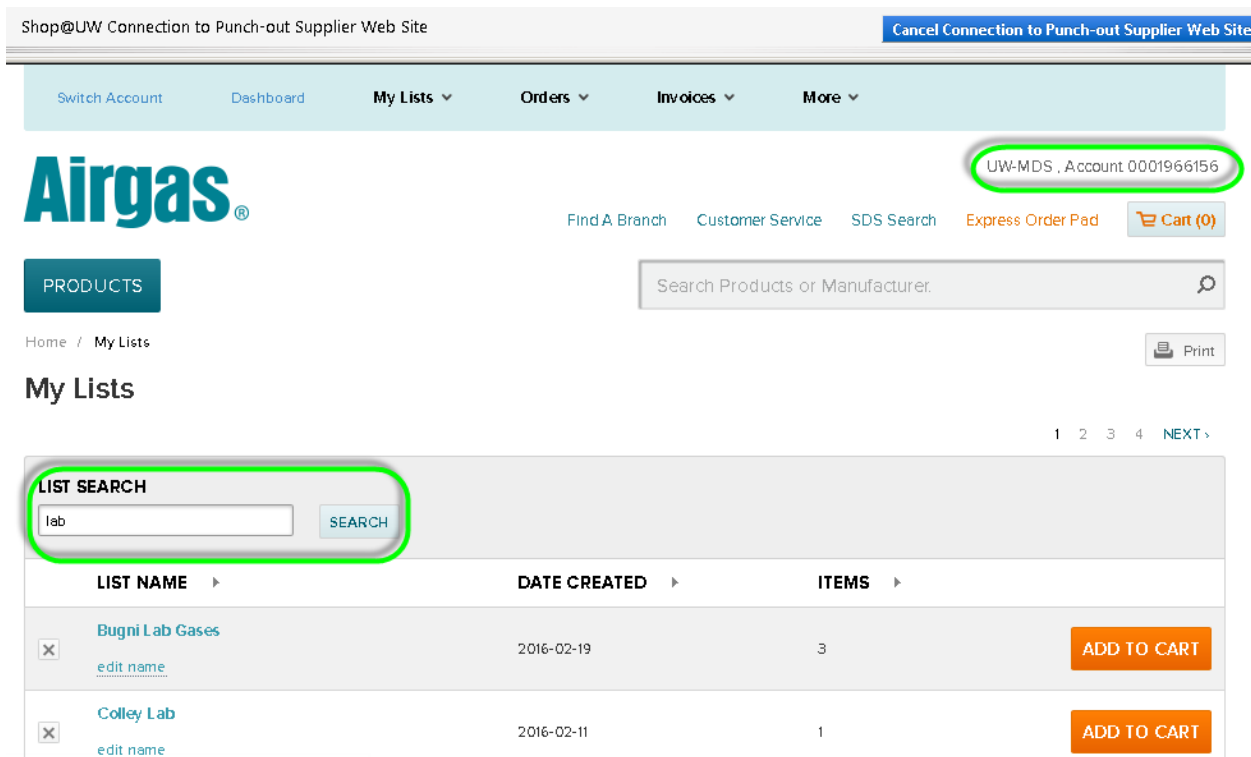
Customer Contact Information

Account Name: UW MADISON
1061 THOUSAND OAKS TRL MAIN SOLD TO ACCOUNT-MATERIALS DIST
SVC VERONA, Wisconsin 53593-9198

Search Products or Manufacturer. Print

My Lists dropdown menu items: My Items, View All of My Lists, Bugni Lab Gases, TAF, MIR, Dana, LiquidN2

2. Enter the last known name of a list, or a part of the name, in the “List Search” field and select the “Search” button. In this example, entering “lab” in the search field narrows down the search results with the word “lab” in the list name.



Shop@UW Connection to Punch-out Supplier Web Site Cancel Connection to Punch-out Supplier Web Site

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Find A Branch Customer Service SDS Search Express Order Pad **Cart (0)**

PRODUCTS

Home / My Lists

My Lists

1 2 3 4 NEXT >

LIST SEARCH

lab SEARCH

LIST NAME	DATE CREATED	ITEMS	
<input type="checkbox"/> Bugni Lab Gases edit name	2016-02-19	3	ADD TO CART
<input type="checkbox"/> Colley Lab edit name	2016-02-11	1	ADD TO CART


Adding Items from a List to a Shop@UW Cart

1. Click on the “List Name” found in “My Lists.”
2. Select the item from the list by clicking in the check box.
3. Click on the “Add to Cart” button.
4. Click on the “Cart” button to open the screen with the current, active shopping cart.


Shop@UW Connection to Punch-out Supplier Web Site Cancel Connection to Punch-out Supplier Web Site

Switch Account Dashboard **My Lists** ▾ Orders ▾ Invoices ▾ More ▾


Airgas UW-MDS , Account 0001966156

Find A Branch Customer Service SDS Search Express Order Pad 



PRODUCTS Search Products or Manufacturer. 🔍

Home / My Lists / List Detail 

Liquis N2

UPDATE ALL ADD SELECTED TO: 

ITEMS IN LIST (1)

SELECT ALL	PRODUCT(S) ▾	AVAILABILITY	QTY
<input checked="" type="checkbox"/>	 Liquid Nitrogen 180LTRS 22PSI Uw Room Delivery Only <small>Airgas Part #: NI 180LT22C162 Customer Part #: 16080</small>	<i>Typically in Stock</i> <small>Check Availability</small>	<input type="text" value="1"/> 

UPDATE ALL ADD SELECTED TO: 