On Monday, July 26th SunRISE will have a different look & feel.
We think you will be happy with the changes!

Shopping: Simple Search

The simple or standard search allows users to enter one or more keywords in a text box and quickly review search results. Search results (items) must include all of the keywords entered to display. With the new release, simple searches can be performed across all product verticals OR for one specific product vertical.

- Accessed from home/shop → shop tab, the simple search displays upon login.

- Simple search NOW allows you to choose a vertical, and then enter keywords. This combination provides a robust search, and in many cases, eliminates the need for advanced search. By default, “Everything” is selected, which searches across all products.

- The default logic for the search is “must include all words,” which is a change from the previous version.

Include similar terms and other preferences can now be selected by choosing advanced search and the change preferences link.

Shopping: Advanced Search

Advanced search allows users to enter additional criteria to generate more specific search results than with simple search. The search criteria available depends on the product vertical selected. By default, once advanced search is opened after login, it will remain open with subsequent searches.

- Accessed from home/shop → shop tab, the simple search displays upon login. Click advanced search to start.

- Advanced searches can be performed by vertical or by all categories (Everything) and the criteria varies based on the vertical selected. The criteria options have been renamed and reorganized, but are the same as before. Include similar terms can be used on a “per search” basis from advanced search.
- Click the **change preferences** link to define default search settings, including whether or not advanced search should remain open after selecting.

**Shopping: From the Purchasing Showcase**

ASU Contracted Hosted Suppliers is used to highlight specific suppliers.

- **ASU Contracted Hosted Suppliers** functions exactly as before. The main differences are:
  - A single access location: On the **home/shop → shop** tab.
  - The supplier icons are now outlined and equally sized.

**Shopping: From a Punch-out Supplier**

Punch-out shopping allows users to access a supplier’s external website, shop directly on the site, and return selected items back to the SunRISE cart for processing. Punch-out access is typically provided for suppliers with highly configurable items or frequently changing items/prices.

- Supplier Punch-outs are listed by vertical directly below the ASU Contracted Hosted Suppliers.
- The Punch-out access and sites function exactly as before.
- The supplier icons are now outlined and equally sized.
Shopping: Quick Order using Catalog Number

Allows users to enter a product catalog number (SKU) and if an exact match is found, the item is automatically added to the cart. Both the supplier and manufacturer part numbers are searched with Quick Order. This functionality is for **hosted catalogs only** and up to five catalog numbers can be entered at once.

- Accessed from **home/shop → shop** tab, directly below hosted catalog search (**Go to: quick order**).

- Select the product category, and then enter the catalog number(s).

- If an exact match is found, the **Add to Active Cart** button displays directly below the Catalog Number entry area. Click this button, the **Cart Confirmation** displays.
Click the back to shop... link to return to shopping.

**Shopping: Browse by Supplier**

Allows users to see what suppliers are available, how items can be ordered from suppliers (hosted searching or punch-out shopping) AND what items and item categories are available from a supplier (*hosted suppliers only*).

- Accessed from **home/shop → shop** tab, directly below the simple/advanced search (**Browse: suppliers**).

- Once selected, the following window displays. This screen functions exactly as before. Click the home/shop tab to return to shopping.

**Shopping: Browse by Category**

Allows users to view all hosted catalog data by category and sub-category. This functionality is equivalent to opening numerous paper catalogs from many suppliers to the same section.

- Accessed from **home/shop → shop** tab, directly below the simple/advanced search (**Browse: categories**).

- Once selected, the following window displays. This screen functions exactly as before. Click the **back to shop...** link to return to shopping.
NOTE: You can also refine a search “by category” from the product search results.

Product Search Results:
The new product search results allow users to focus on key information such as item description and price. The results are also shown much higher on the screen and require less scrolling. Sorting and filtering has been updated to be more user-friendly and offer additional options such as sorting by price and filtering by unit of measure.

- Sorting is now accomplished through the Sort by drop-down box (previously by column headings).
- Search results can easily be refined (filtered) by keyword, supplier, category, or packaging UOM (all available on the left side of the screen).

NEW: Sort by Price (high to low and low to high) and Refine by Packaging UOM (each, pack, case, etc)

- If available (from the supplier), the product image is included in the search results and can be made larger for viewing.
- An item-specific legend is provided for product flags and supplier classes. Mouse-over any of the icons for the legend to display (as shown on bottom right).
- The Action drop-down box and Go button have been replaced by various options on the screen.
Adding Items as Favorites
Favorites are created for items that are ordered frequently by a user from hosted catalogs OR recommended for selection at a department level or even at ASU’s level as a whole. Favorites can be added from multiple places in the application, including product search results or the cart.

- To add a favorite from the product search results, click the **add favorite** button below the Add to Cart button.

- Users can add the item to a **personal** or **shared** folder (depending on the user’s permissions). New folders and sub-folders can also be created directly from this screen.

The presentation and layout of the **Favorites** navigation tab improves significantly with this release.

Favorites can also be accessed directly from the **home/shop → shop** tab, directly below the simple search.

Working with Favorites:
In addition to personal favorites (**my favorites**), **Shared favorites** allows organization-wide favorites sharing as well as sharing within groups. A group can be a department, a role, or specific users.

- Users can create personal folders and add items, move items, rename items, delete items, and order directly from the favorites tab. Benefit: All this is accomplished through a **single screen** (manage and edit tabs removed).

- **Shared Favorites** provide departmental and group favorites viewable by the appropriate users.
<table>
<thead>
<tr>
<th>Part Number</th>
<th>Manufacturer Info</th>
<th>CAS Number</th>
<th>Description</th>
<th>Unit Price</th>
<th>Quantity</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>E7023-4XL</td>
<td>SIGMA-ALDRICH US</td>
<td>66-17-5</td>
<td>ETHYL ALCOHOL ABSOLUTE 200 PROOF from Sigma-Aldrich</td>
<td>558.00 USD</td>
<td>1</td>
<td>Add to Cart</td>
</tr>
<tr>
<td>24163-5L-R</td>
<td>24163 - (RIEDEL)</td>
<td></td>
<td>ETHYL ALCOHOL ABSOLUTE EXTRA PURE from Sigma-Aldrich</td>
<td>62.10 USD</td>
<td>1</td>
<td>Add to Cart</td>
</tr>
<tr>
<td>46139-5ML</td>
<td>46139 - (RIEDEL)</td>
<td></td>
<td>ETHANOL, 5ml from Sigma-Aldrich</td>
<td>121.30 USD</td>
<td>1</td>
<td>Add to Cart</td>
</tr>
</tbody>
</table>