

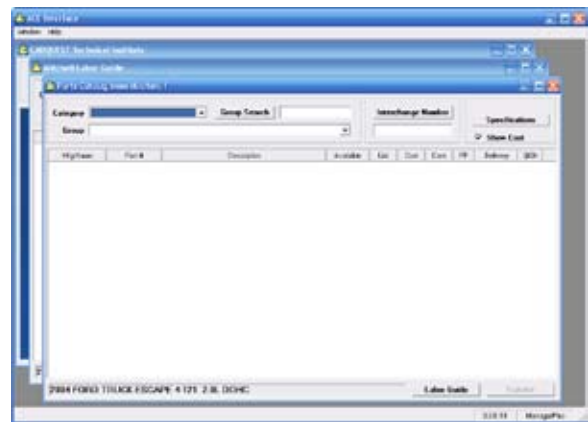
AutoComLink Electronic Parts Ordering Operation

Catalog Interface

The ACL catalog will open with the Year, Make and Model corresponding to the management system work order as portrayed below. Click on Begin to start searching the catalog.

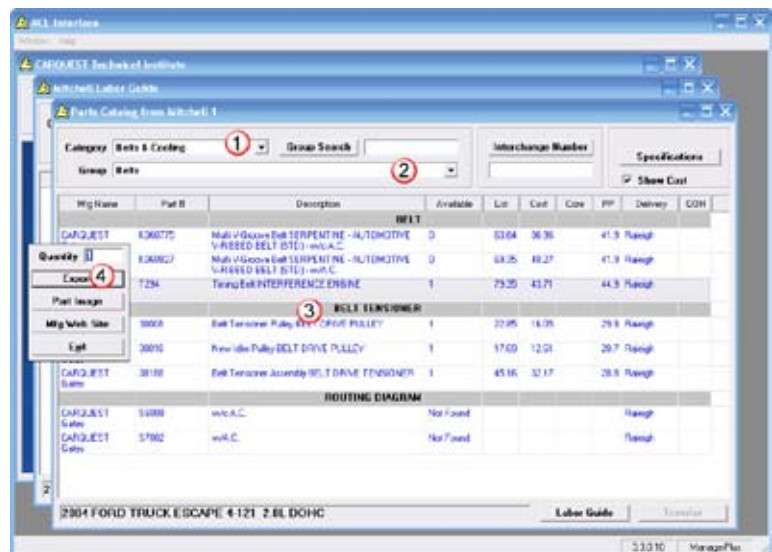
Searching the Catalog

When the catalog window opens, select a Category and Group to display a list of parts.



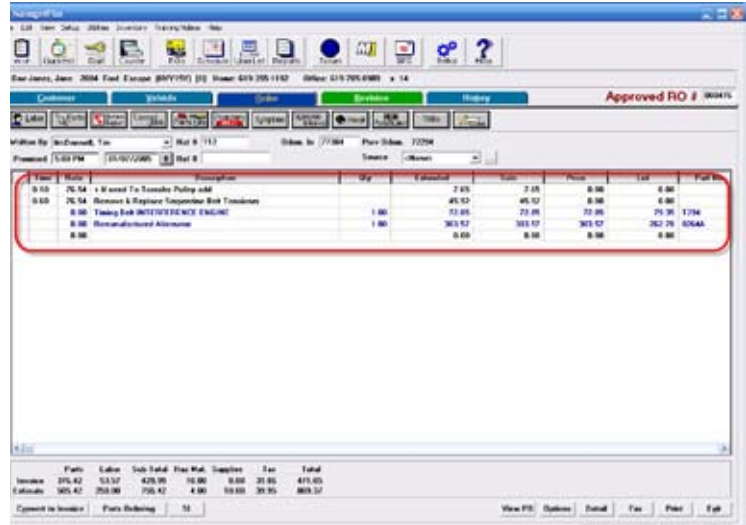
Tagging Part for Transfer

Double click on the part needed and then click on the Export button. You may select additional Categories and Groups and export additional parts. You may also select the Mitchell 1 Labor Guide window to look up labor time associated with parts. When you have finished Exporting parts and labor times, click on the Transfer button found in the lower right hand corner of the screen.



Ordering Parts

Once the parts have been transferred to the work order within your management system, click on the Parts Ordering button. To confirm the price and availability and ultimately order the parts, you must first click on the Price Check button. The system will respond with a status and may provide you the option to select alternate parts. Once satisfied, fill in the Order Message and Rev/Inv # as desired and then click on the Order Parts button.



Confirming your order

The system will respond with a confirmation window where three options may be selected.

1. Update All Fields – updates description, line codes, cost and sale price
2. Update But Retain Price – update descriptions, line codes only.
3. Don't Update – Does not change and part description or pricing.

