

Logging in to the Website

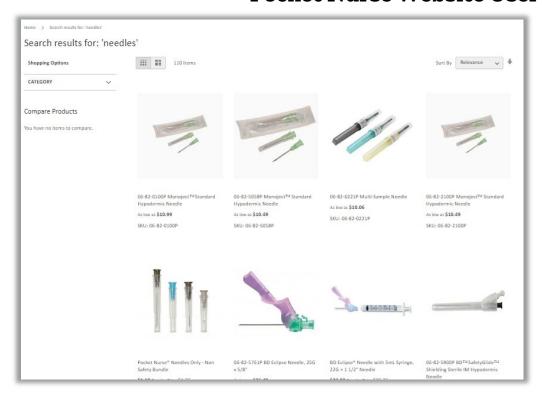
Access the Pocket Nurse Punchout by logging into BobCatBUY.

Where to Find Products

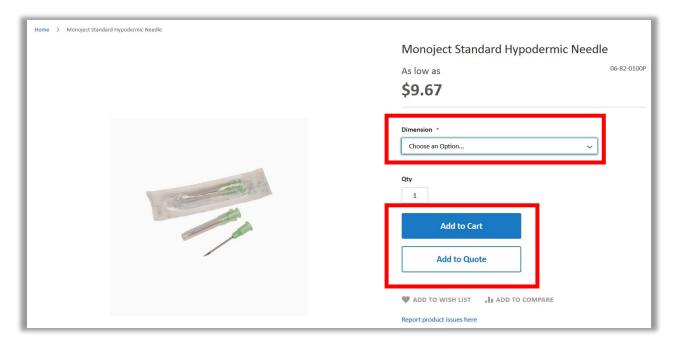


 Products can be found by either browsing the punchout via the navigation or by inputting a keyword into the search field.

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Products will populate in a listing. Customers can either add products directly on the listing page by
hovering over the product card and clicking "Add to Cart" or "Add to Quote", or by clicking the product
card to go to the specific product detail page.



• At the product detail page customer can discover more details about the product. The product may have options such as dimensions, sizes and colors. Customers can click "choose an option" to choose which option of the product they want. "Add to Cart" and "Add to Quote" options are available.

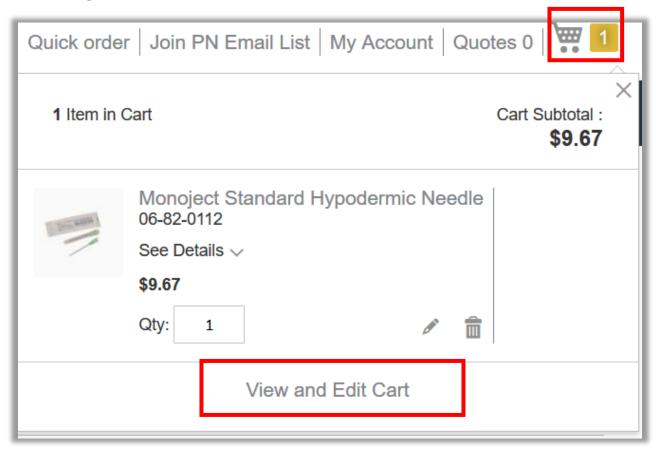
Add to Cart vs Add to Quote.

- Add to Cart Act as any ecommerce website does. Clicking it will add the respective item to the customer's cart.
- Add to Quote Some products require quotation from Customer Service and cannot be added to the cart. Instead, they can be added to a quotation.

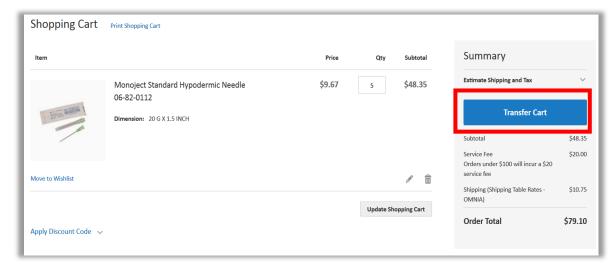
When Shopping is Complete

• When a customer is finished adding products to their cart then can submit their order or quote

Submitting an Order



 Continue to checkout by clicking the cart icon at the top-right. In the mini cart the customer can review their order by clicking "View and Edit Cart".

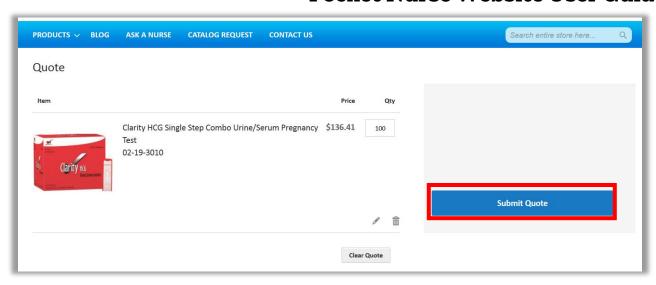


Click on Transfer Cart to return to BobCatBUY.
 Note: There is a flat service fee of \$20 and shipping for orders less that \$100.

Submitting a Quote



A customer can submit a quote by clicking "Quotes" at the top-right.



- At the Quotes page the customer can review their quote and make changes.
- Submit the quote by clicking "Submit Quote". The Pocket Nurse Customer Service team will review the quote and contact the customer when complete.