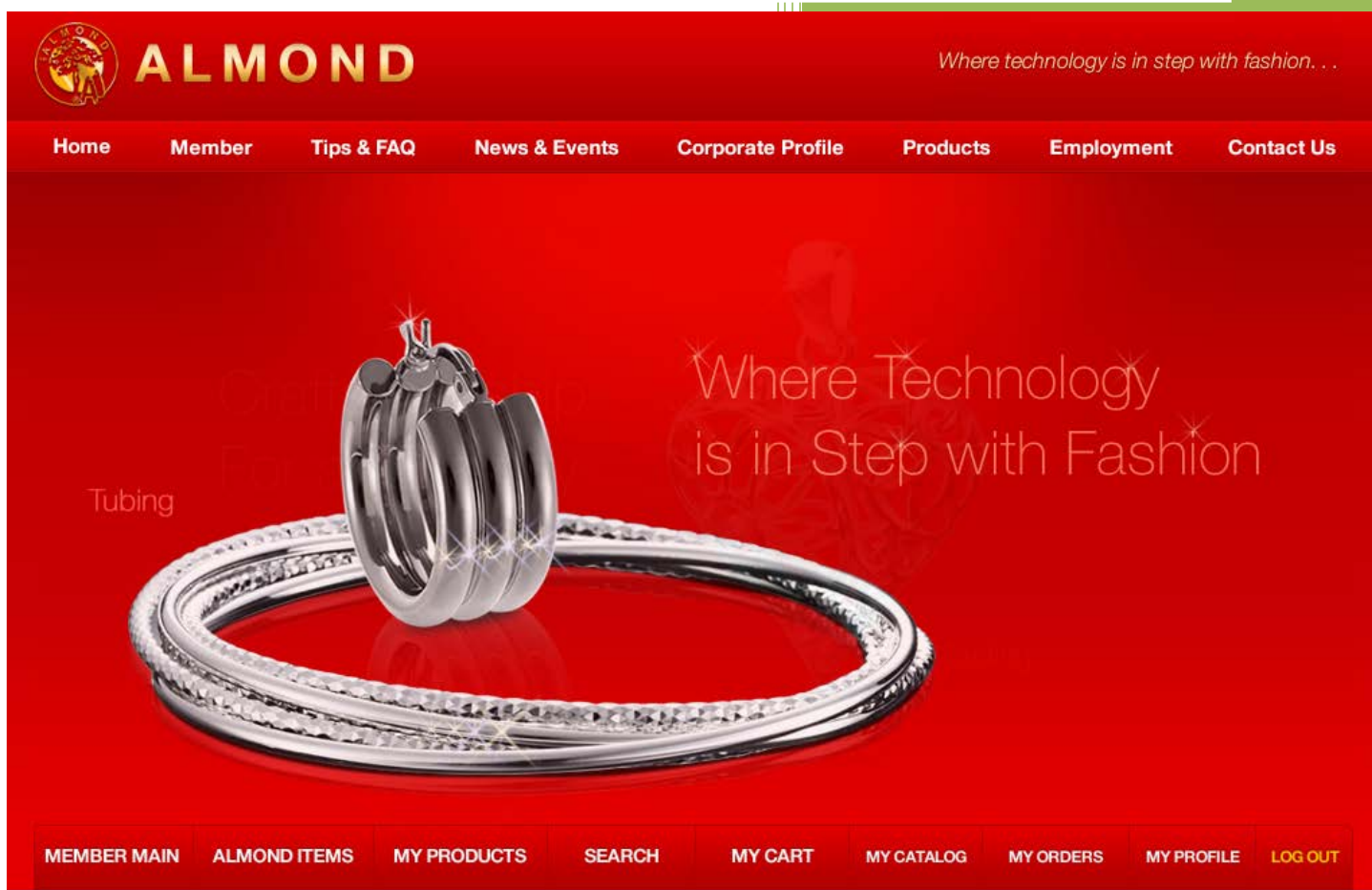


## Website User Manual - Member





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## Member Login

To log in Almond website, go to the *Member*>>[Member Log In](#). Everyone with an account can use the member section menu which is divided in nine parts appeared at the bottom of the page. It leads you to all needed pages to maintain members' account, order, or e-catalog.

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Home / Member Area

**MEMBER** MEMBER MY CART MY CATALOG ADD CATALOG MY PROFILE

**MAIN PAGE** Welcome ...Jirathep Gmail\*

My Recent Orders		My eCatalog		My Profile	
ID#	Order DATE	NAME		MEMBER INFORMATION	
PO281113-002	28-November-2013	Bangles		MEMBER INFORMATION	
RFQ281113-001	28-November-2013	Bracelet		Almond (Thailand) Ltd.	
		Earrings for JR		Address : 31 Moo 14, Bangchan Industrial Estate	
		Lucite 2012		Phone: 662 5170042	
		Necklace		Fax: 662 5170044	
		Pendant		LOGIN INFORMATION	
		Religious 2012		Jirathep@gmail.com	
		Ring 20120608		PREFERRED CURRENCY	
		Summer 2012		\$US	
		TONY		CHANGE	
<a href="#">VIEW ALL REQUESTS (2)</a>		<a href="#">VIEW MY CATALOG (10)</a>		<a href="#">UPDATE MY PROFILE</a>	

Price shown is Manufacturer's Suggested Retail Price (MSRP). Please contact Customer Service for special price.

MEMBER MAIN ALMOND ITEMS MY PRODUCTS SEARCH MY CART MY CATALOG MY ORDERS MY PROFILE LOG OUT

## MEMBER MAIN

After login to Almond website, The *Member Main Page* will automatically be shown on your screen. There are three main columns shown on this page: Recent Orders, eCatalog, and Profile.

**My Recent Orders**, displays a summary of both Purchase Order (PO) and Request for Quotation (RFQ) history and linked to detail page. Clicking on [VIEW ALL REQUESTS](#) at the bottom, this will bring you to same detail page as **MY ORDERS**.

**My eCatalog**, displays an existing listed of catalogs that users have been created and it sorted by name of catalog. Click on [VIEW MY CATALOG](#) at the bottom; this will bring you to same detail page as **MY CATALOG**.

**My Profile**, displays summary member information. Click on [UPDATE MY PROFILE](#) at the bottom, this will bring you to same detail page as **MY PROFILE**.



## ALMOND ITEMS

In our website, we classified our products into category and type for your convenience to search and view. We also provide additional choices of *New-arrival* and *Special offer*.

*New-arrival* is for new released items we upload to our site monthly for you to easily see.

*Special offer* is offered a special price item from time to time which can be delivered within one to two weeks lead-time with limited quantities per style.

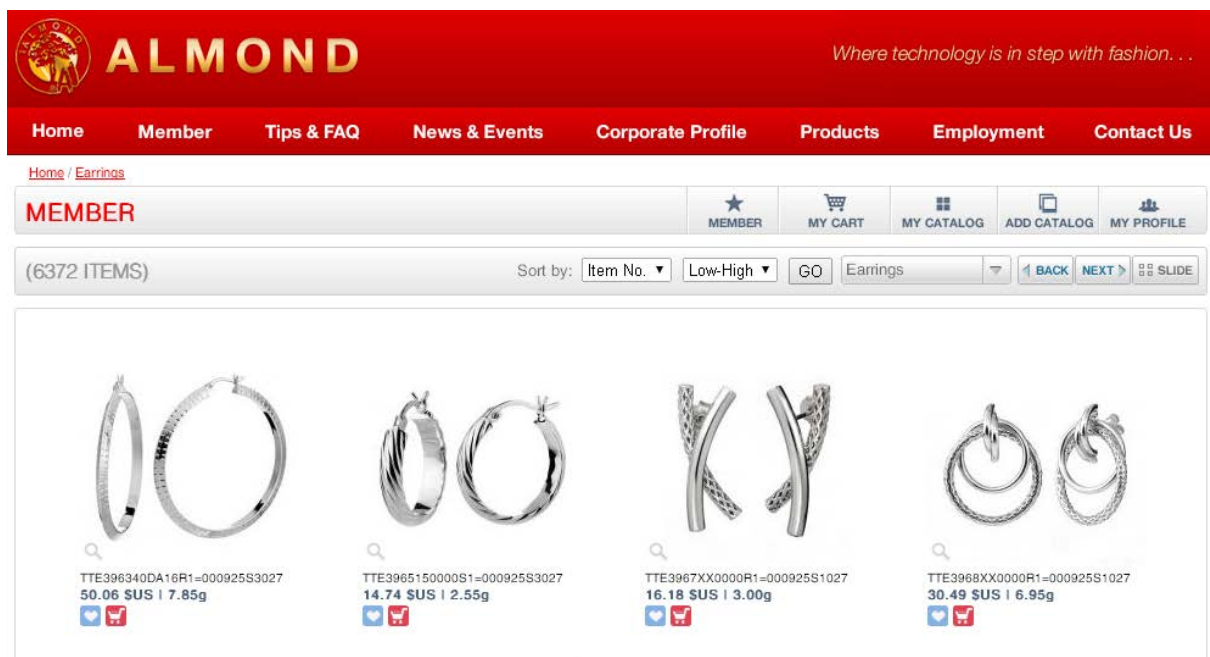
## MY PRODUCTS

This displays exclusive products for those who have an exclusive and/or special style with Almond for conveniently placing a repeat order. Simply click **MY PRODUCTS** to see your exclusive style, which is also categorized into type of product. To protect your design and copyrights, only people who have permission can access to see this.

### Item Details

After choosing interesting category, user will see product image sorted by Item Number at top right which user can also sort in different preference.

The total number of chosen category product images will appear at the top left and the bottom of the page.



Underneath each image shows item number, Manufacturer's Suggested Retail Price (MSRP) price, and weight.

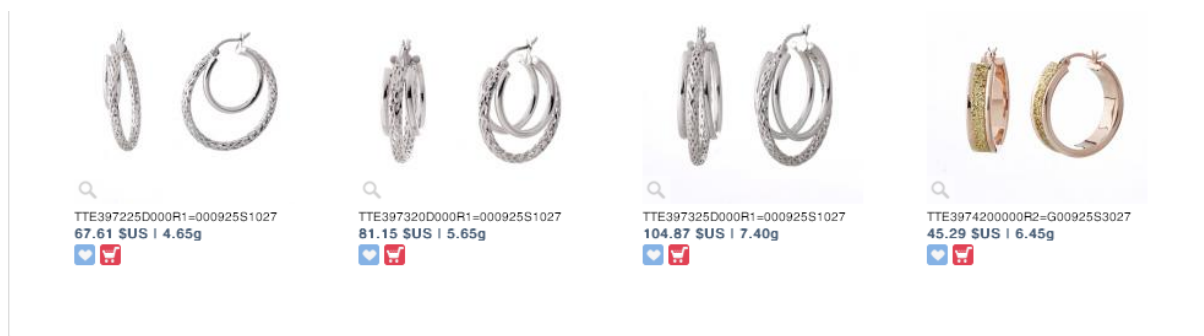
There are shortcut icons for easy to use under each photo to add to catalog or cart.

- Icon add to catalog
- Icon add to cart

### Shortcut Menu

The shortcut tool bar features on every page of the site and can be found at the top right hand





TOTAL : 6372 ITEMS

PAGE 476 OF 531

[BACK](#) [NEXT](#) [SLIDE](#)

Price shown is Manufacturer's Suggested Retail Price (MSRP). Please contact Customer Service for special price.

[MEMBER MAIN](#) [ALMOND ITEMS](#) [MY PRODUCTS](#) [SEARCH](#) [MY CART](#) [MY CATALOG](#) [MY ORDERS](#) [MY PROFILE](#) [LOG OUT](#)

At the bottom of the page, the total result number of pages is on the bottom-right of each page. This allow you to directly go to page you want.

You can, also, click on “BACK” and “NEXT” moving between pages and “SLIDE” to view in slide mode. To see further detail, you can simply click at the picture.

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[Home](#) / [Earrings](#) / [TTE397320D000R1=000925S1027](#)

**MEMBER**
[MEMBER](#)
[MY CART](#)
[MY CATALOG](#)
[ADD CATALOG](#)
[MY PROFILE](#)

**Earrings**
[MAIN](#)
[BACK](#)
[NEXT](#)

**Item No :** TTE397320D000R1=000925S1027

Item ID : F39911

Description : TUBE MESH FANCY EARRING

Category: Earrings

Type : Tubing

Metal / KT : Silver / 925

UOM : PR

Width x Height (mm): 25.00 x 27.00

Inside Diameter (mm): n/a

Stone : Style without Stone

Silver Weight (g): 5.65

Gold Weight (g): 0.00

Brass Weight (g): 0.00

Metal Weight (g) : 5.65

Total Weight (g) : 5.65

PRICE	SIMULATE METAL PRICE
LABOR : 77.63 USD	Silver Price = 19.72 USD/Ozt
METAL PRICE : 3.52 USD	19.72 <input type="text"/> <input type="button" value="Update"/>
<b>TOTAL PRICE : 81.15 USD</b>	<b>Result :</b>

**CURRENCY & METAL PRICE REFERENCES:**

☐ Currency Rate: 1 USD=1.00 USD  
☐ Gold Price = 1,251.25 USD/Ozt  
☐ Silver Price=19.72 USD/Ozt  
☐ Brass Price= 0.30 USD/Ozt

Price shown is Manufacturer's Suggested Retail Price (MSRP). Please contact Customer Service for special price.

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Metal price will be updated base on the second London silver market everyday; user can also simulate their own metal price. There is function that allows user to add item to catalog or cart.



To see larger image, simply click on an image.

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[Home](#) / [Earrings](#) / [TTE397320D000R1=000925S1027](#)

**MEMBER**

[LOG](#)
[ADD CATALOG](#)
[MY PROFILE](#)

[MAIN](#)
[BACK](#)
[NEXT](#)

**Earrings**

**Item No :** **TT**

Item ID :  
Description :  
Category:  
Type :  
Metal / KT :  
UOM :  
Width x Height (mm):  
Inside Diameter (mm):  
Stone :  
Silver Weight (g):  
Gold Weight (g):  
Brass Weight (g):  
Metal Weight (g) :  
Total Weight (g) :

**PRICE**

LABOR : 77.63 USD  
METAL PRICE :3.52 USD  
**TOTAL PRICE : 81.15 USD**

TTE397320D000R1=000925S1027  
**Result :**

81.15 \$US | 5.65g  
USD  
Gold Price = 1,251.25 USD/Ozt  
Silver Price=19.72 USD/Ozt  
Brass Price= 0.30 USD/Ozt

**ADD TO CART**

**REFERENCES:**

Price shown is Manufacturer's Suggested Retail Price (MSRP). Please contact Customer Service for special price.

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## SEARCH

Almond offers powerful advanced search function to all members. You can combine these options within the *Search* box to narrow down items. This will save your time and help increasing your chances of success, then you can also choose how your results are sorted.

Our Search provides drop down to allows user to narrow down the focus of the search by including below details:

- **CATEGORY** (Bangles, Bracelets, Charms, Earrings, etc..)
- **TYPE** (Casting, Stamping, Tubing, etc..)
- **METAL/KT** (as in what matter the original is made: Brass, Silver 925, etc..)
- **STONE** (type of stone use with product, if there are any)
- **RELIGIOUS** (click Religious box in case you need to search only religious item)
- **WEIGHT** (weight range of product per UOM)
- **PRICE** (MSRP price range per currency set in your profile)
- **ITEM NO#** (this is either Almond or your exclusive Almond item code which has structure below.)

1	2-7	8-9	10-13	14-15	16	17	18-19	20-22	23	24	25-27
GROUP	STYLE	SIZE	DC	PLATE	LINK	ORNAMENT	STONE	KARAT	COLOR	GAUGE	TRADEMARK


- **TRAY ID#** (this is Almond Carnet tray number which has structure below. In each carnet, we are carefully chose products to show you in real piece.)

1-2	3-4	5-7
Category	Type	Running #



## MY CART

*My Cart* menu is designed for conveniently choosing preferred items to send to Almond in order to get a *Purchase Order* or *Request for Quotation* inquiry. Once you select products by clicking an “add items to cart” button, the items selected will be added in the “**MY CART**”. Users are able to input the quantity and requirements for each style in “ITEM REMARK” such as Rhodium plating or other preferred finishing.


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**MEMBER**
★ MEMBER
🛒 MY CART
📦 MY CATALOG
📄 ADD CATALOG
👤 MY PROFILE

⦿ MY CART

NO.	ITEM NO#	PRICE \$US	QUANTITY	ITEM REMARK	TOTAL \$US	Del.
1	<a href="#">DTE3817300000R1=000925S3027</a>	39.48	1		39.48	✖
2	<a href="#">CL3457X750000R4=000925S0027</a>	33.42	100	Need Gold plate Hamilton 14 K color 2 micron	3,341.83	✖
3	<a href="#">CL3330X17DF12R1=000925S0027</a>	21.64	50	Need Rhodium Plate	1,082.02	✖

ORDER IN CART : 151 ITEM

! THIS IS A...
 

☒ REQUEST FOR QUOTATION
 ☐ PURCHASE ORDER
 REQUIRE DATE (ETD from Almond)

ORDER REMARK:

ORDER TOTAL:  
**4,463.33 \$US**

[SELECT MORE PRODUCTS](#)
[CANCEL ORDER](#)
[CONFIRM ORDER](#)

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### Request for Quotation & Purchase Order

There are two options for user to choose between *Request for Quotation* and *Purchase Order* to send to us online. To send, simply click. **CONFIRM ORDER** button.

Once we receive these inquiries, our Customer Service Representative (CSR) will response for more information.




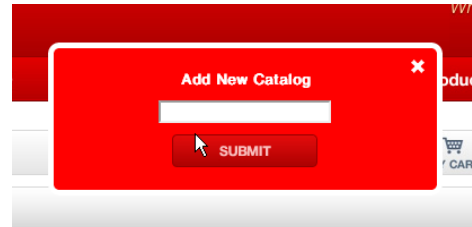



## MY CATALOG

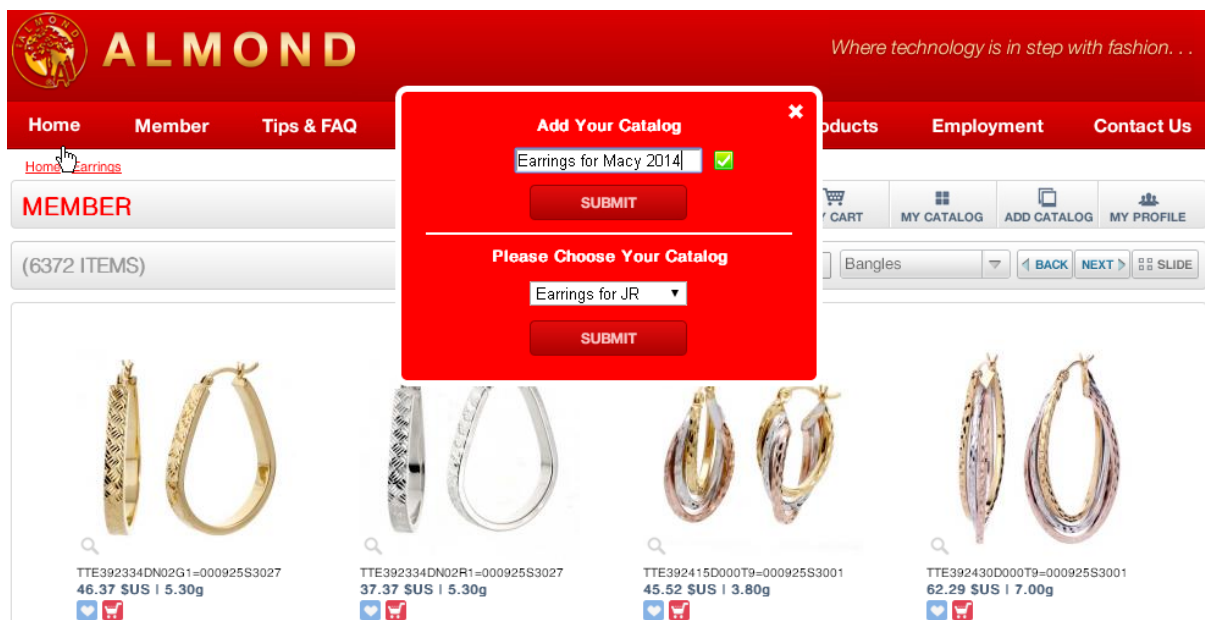
The *My Catalog* function allows you to put together your own collections of item images, which you can then view as slide and download as PDF. This is a handy way of keeping selections of images available online so that you can retrieve them from different locations and computers to present to your boss or valued customers.

### Creating Catalog:

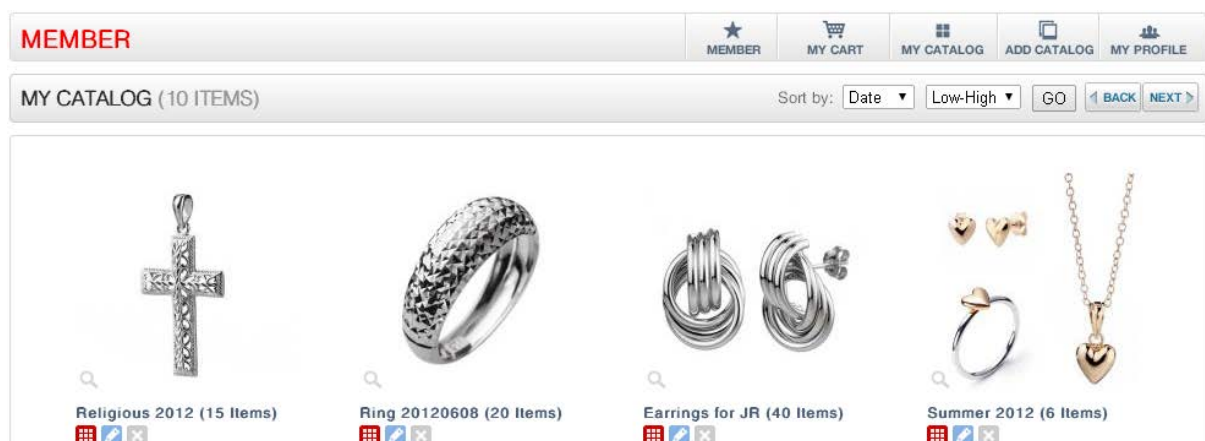
To create new catalog, simply click on  icon in short cut menu bar which can be found on the top right hand corner of every page. When pop up shown, type your new catalog name then click submit. Your recent catalog will be appeared at **MY CATALOG** page.



To add images to catalog, click on the *Add to catalog* () button found underneath every image. This pop up will allow you to either add item to existing catalog or add new catalog to your account. In case you have created more than one catalog, simply choose from drop down box then click submit.



To see your existing catalogs, click **MY CATALOG**. User has option to sort catalog by date created or catalog name.





### Arrange Item in Catalog:

Once add items in your designated catalog, you will see products image appear in the thumbnail viewer on the My Catalog page. In this page, there are options to rearrange product image by manually drag and drop or sort by Item Number, Price or Weight.

Home / My Catalog / Ring 20120608

**MEMBER**

MEMBER MY CART MY CATALOG ADD CATALOG MY PROFILE

MY CATALOG (20 ITEMS) Arrange Item by drag mouse or Sort by: Item No. Low-High GO SLIDE

CL3330X17D120R1=000925S0027  
18.63 \$US | 1.40g

CL3330X7X0000S1=000925S0027  
11.22 \$US | 2.65g

CL3330X7XD000G1=T95925S0027  
55.26 \$US | 3.60g

CL3343X17D000R1=000925S0027  
23.17 \$US | 2.90g

DTR162X7X0000G4=000925S1027  
33.49 \$US | 3.75g

TTR145X7X0000R1=000925S3027  
25.04 \$US | 5.00g

CL3454X7X0000G4=000925S0027  
42.87 \$US | 3.65g

TTR150X7X0000G4=000925S1027  
25.42 \$US | 1.80g

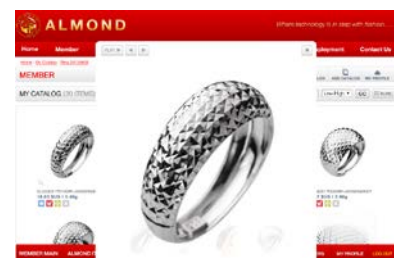
TOTAL : 20 ITEMS

Price shown is Manufacturer's Suggested Retail Price (MSRP). Please contact Customer Service for special price.


MEMBER MAIN ALMOND ITEMS MY PRODUCTS SEARCH MY CART MY CATALOG MY ORDERS MY PROFILE LOG OUT

### Catalog Viewing a Slide show

To help presenting your recommended products to customers, we, also, provide a *Slide View* feature. Simply click **SLIDE** at the right bottom of the page and click **PLAY** on the top left for the auto slide show viewer.



### Catalog Photo Essay

Special function that allow user to download a photo essay by clicking icon  from catalog to export data as PDF document.

EXPORT TO PDF

MAIN TITLE

Company Name

55 Max

SUBTITLE 1

Address

95 Max

SUBTITLE 2

Your Name, Telephone or any text

95 Max

☒ Do Not Show Price

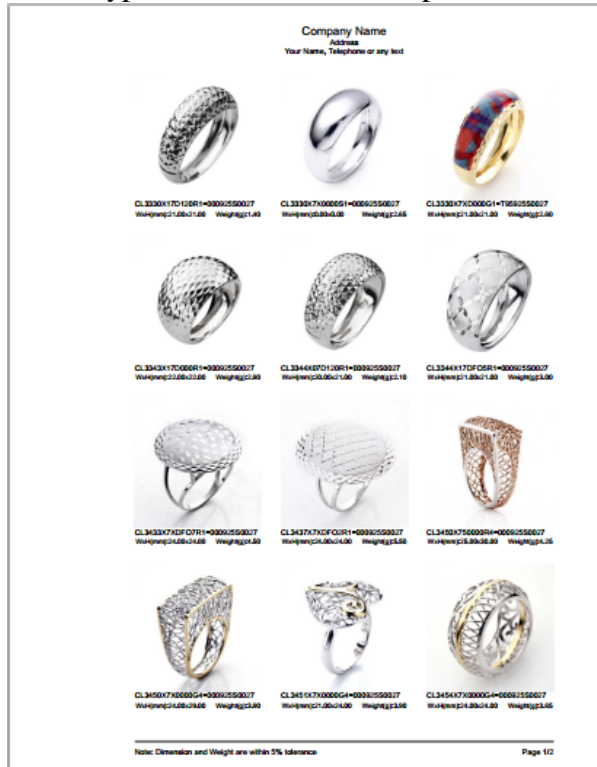
Note: Export Time Depends On Number Of Catalog Pages To Export.

SUBMIT

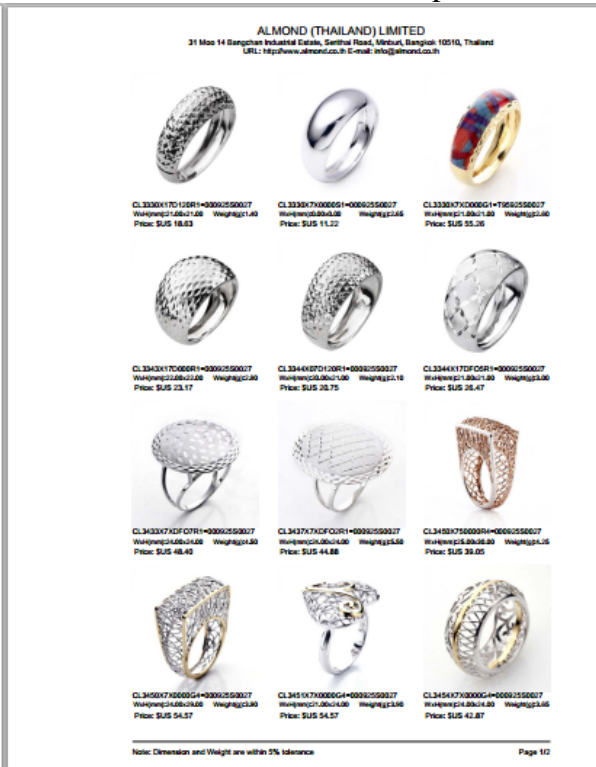
Users are able to create heading of photo essay such as Company Name, Address, Email, Website, with or without MSRP price, and etc. In case there is no filled data, system will print with default Almond name and address.




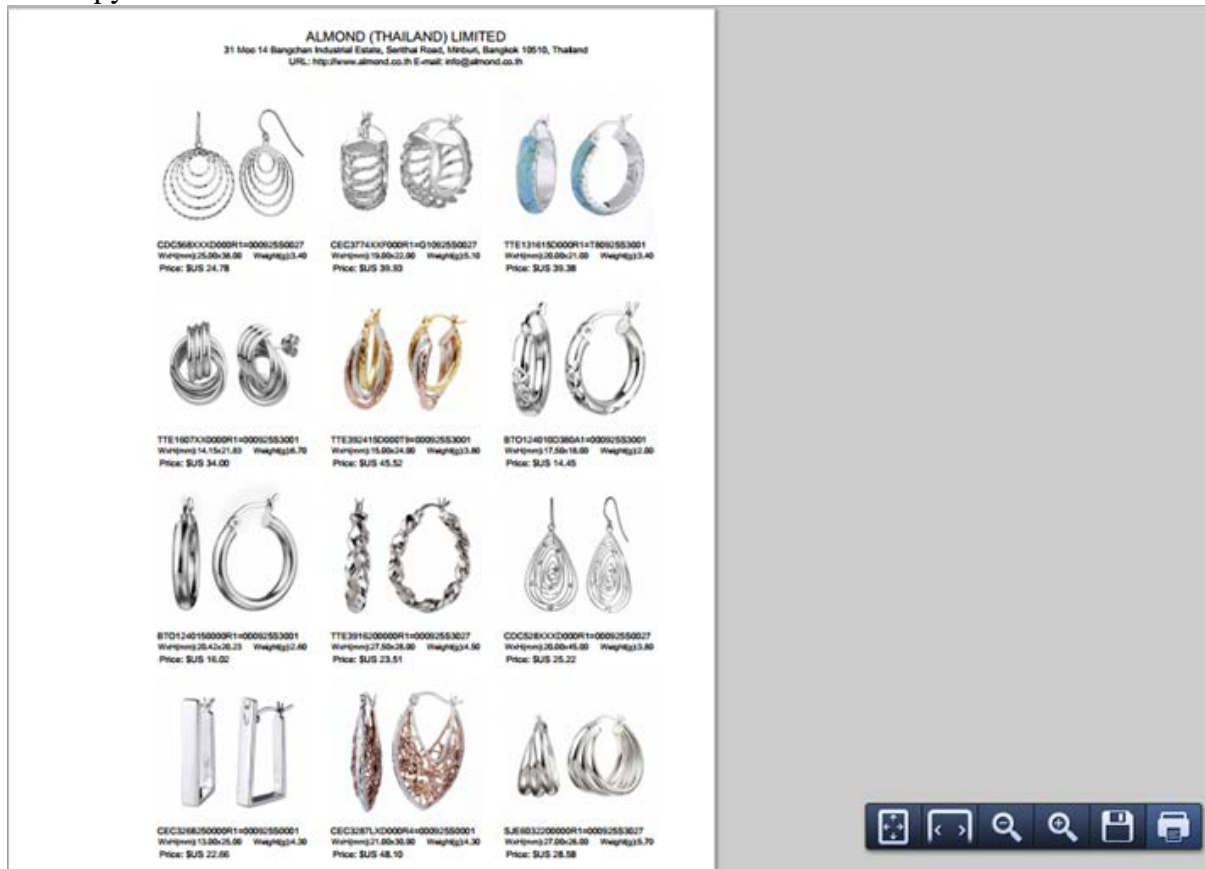
Type in text, do not show price.



Blank for default, show price.




Once clicking  to download your catalog, there are two options in which to save or print a hardcopy.





## MY ORDER






This page will show history of your both *Request for Quotation (RFQ)* and *Purchase Order (PO)* with reference number. You can click to review the details and, also, export to excel document.


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[HOME / MY ORDERS](#)

MEMBER

 MEMBER
  MY CART
  MY CATALOG
  ADD CATALOG
  MY PROFILE

ORDER HISTORY

PAGE 1 OF 1

NO	REQUEST#	ORDER DATE	REQUIRE DATE	TOTAL	COMMENT
1	<a href="#">RFQ230412-001</a>	23-Apr-2012	23-Apr-2012	\$17.04	 
2	<a href="#">PO050312-002</a>	05-Mar-2012	02-Apr-2012	\$3,921.90	all items gold plated 18k  
3	<a href="#">RFQ050312-001</a>	05-Mar-2012	05-Mar-2012	\$415.86	 

TOTAL : 3 ITEM

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Once your online request has been successfully submitted to Almond, our Customer Service Representative (CSR) will response as soon as possible.



## MY PROFILE

*My Profile* which appeared on the right bottom, allows you to edit or add your profile information including currency need to display and E-Newsletter subscriber. In this page, there is also feature that allows member to change password.

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Home / My Profile

**MEMBER** MEMBER MY CART MY CATALOG ADD CATALOG MY PROFILE

**MY PROFILE** Member Company Name

**MEMBER INFORMATION**

NAME: Jirathep  
 LASTNAME: Gmail  
 COMPANY: Almond (Thailand) Ltd.  
 ADDRESS: 31 Moo 14, Bangchan li  
 CITY: Serithai Road, Minburi  
 STATE/PROVINCE: Bangkok  
 COUNTRY: Thailand  
 ZIP: 10510  
 PHONE: 662 5170042  
 FAX: 662 5170044  
 EMAIL: Jirathep@gmail.com  
 WEBSITE: www.almond.co.th

**ACCOUNT INFORMATION**

LOGIN EMAIL: Jirathep@gmail.com  
 PASSWORD: \*\*\*\*\* [change](#)

**OPTIONAL**

TYPE OF BUSINESS: Manufacturer  
 CURRENCY: USD (\$US)  
 NEWSLETTER: ☒ Receive news and updates via email

**+ UPDATE**

MEMBER MAIN ALMOND ITEMS MY PRODUCTS SEARCH MY CART MY CATALOG MY ORDERS MY PROFILE LOG OUT

## Changing Password

Simply click *Change* on *My Profile* page, then type your new password and click **+ UPDATE**.

NEW PASSWORD:  [no change](#)

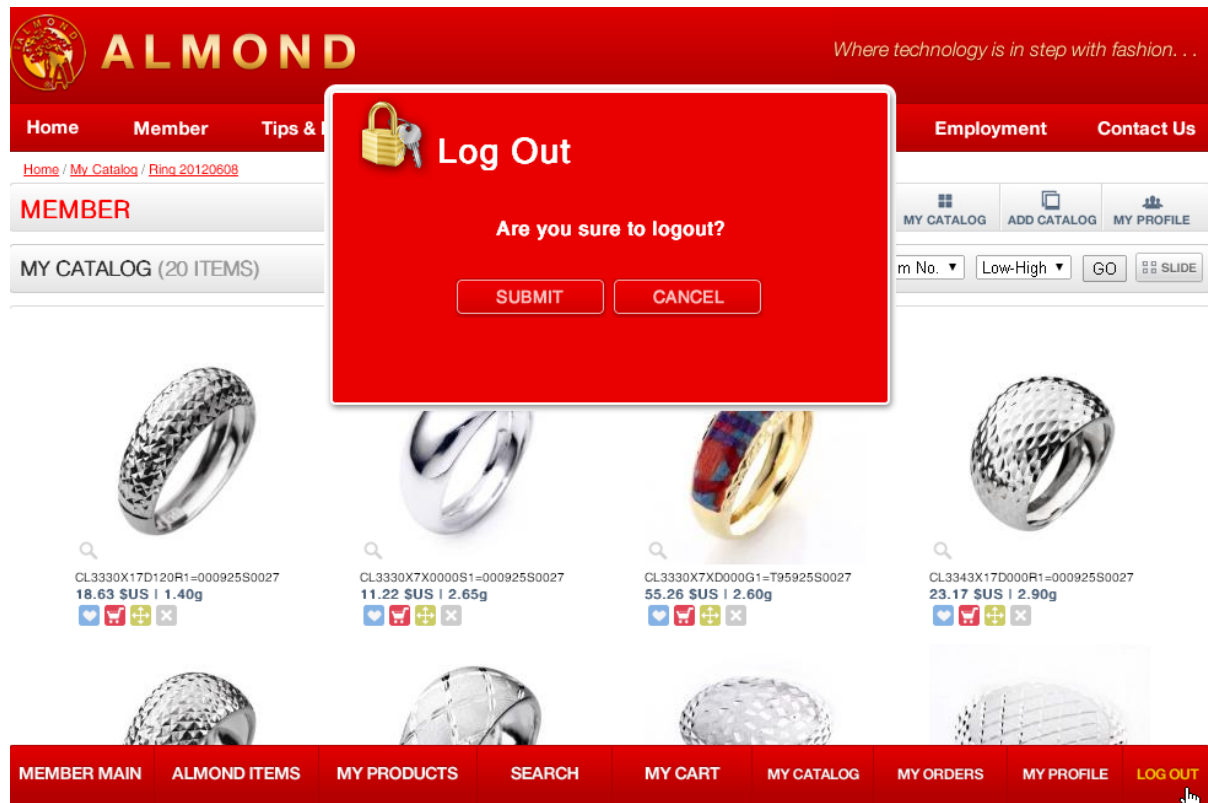
CONFIRM:





## LOG OUT

To exit from our website, simply click **LOG OUT** at the right bottom of the page and click



*It is our intention to provide you our state of the arts E-Catalog and Website as a tool to help you easily choose products fit to your market and create simple catalog present to your customers in a hope that can help you increase your sales revenue.*

*We also try our best effort to write up manual to help you effectively use of our features in this website. However, no matter how much effort we have put in, we believe there are always rooms for improvement. Therefore, your feedback on our manual or website will be greatly appreciated, so we can continually improve to be more resourceful.*