

ZOLL CMS Marketing Materials Online Fulfillment Center/OFC

Overview & FAQ's

Access:

- URL/Link: http://zoll.xmp.knepperpress.net/
 - Note: the ZOLL CMS Marketing Materials website does not have a mobile app, however the website can be used from your browser on your mobile device.
 - Don't forget to add the link to your favorites list

Overview:

- Easy to navigate shopping experience
- Customizable items (business cards/name badges)
- Quick shipping turnaround times
- Order tracking Information
- Order history overview

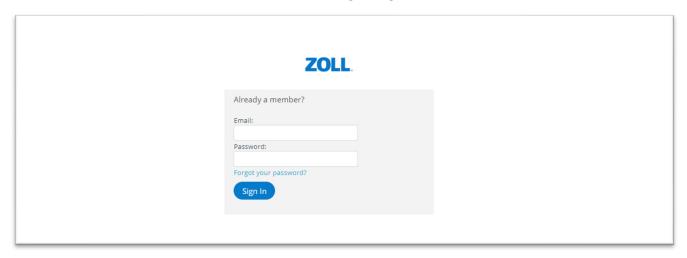
Log in details:

- Username: your '@zoll.com' email address
- Password: you will receive an email from fulfillment@knepperpress.com with an initial password.
 - When you log in for the first time you will be prompted to create a new password.
 - If you forget your password, click the 'forgot your password?' button on the home page and you will be sent an email to reset

Support contacts are:

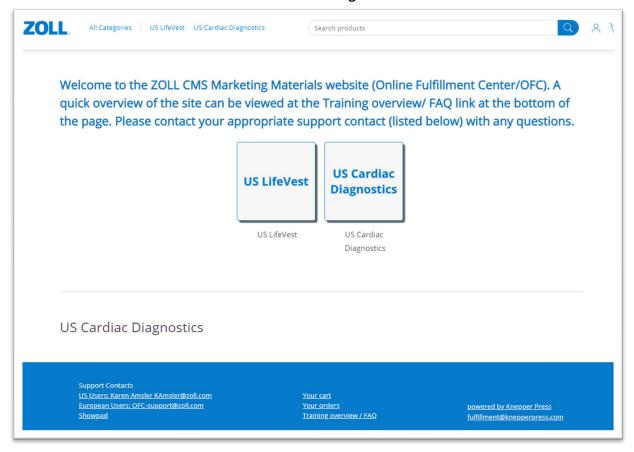
- For North America <u>KAmsler@zoll.com</u>
- For EMEA OFC-support@zoll.com

Log In Page





Welcome Page

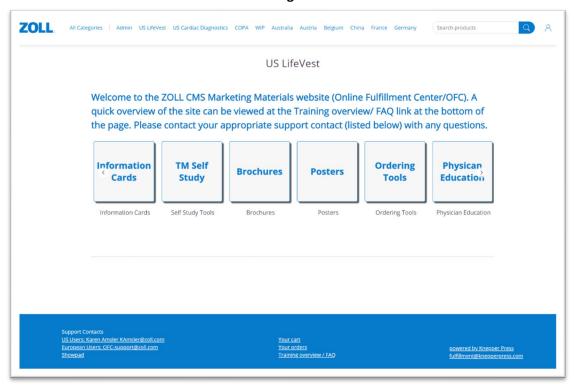


Note: access to specific catalogs is based on your role and your location.

- Clicking the ZOLL logo at the top left corner from any page will return you to this screen
- A link to this FAQ document can be found at the bottom center of this page
- Your order history can be accessed from the bottom center of this page
- Support contacts are listed at the bottom left corner of the page
 - Please notify these contacts if you need any address updates, if you have specific requirements/requests for your order, and if you have any trouble with this website
 - For North America KAmsler@zoll.com
 - For EMEA <u>OFC-support@zoll.com</u>



Catalog View

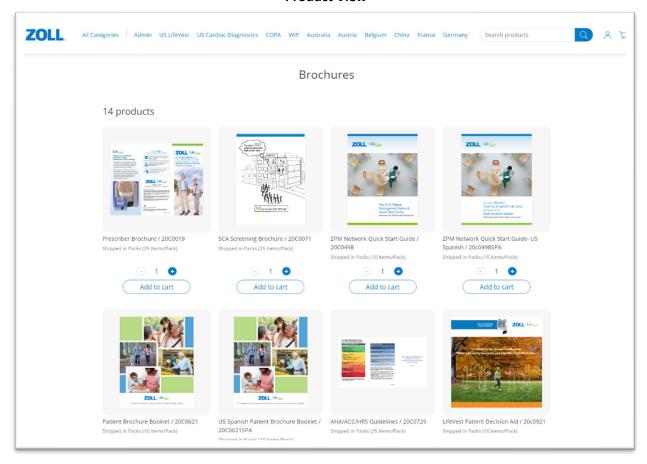


You can select various catalogs across the top navigation bar or from the icons in the center of the welcome page screen

• Many products are available such as brochures, posters, information cards, ordering tools, general business supplies, scrubs, and business cards



Product View

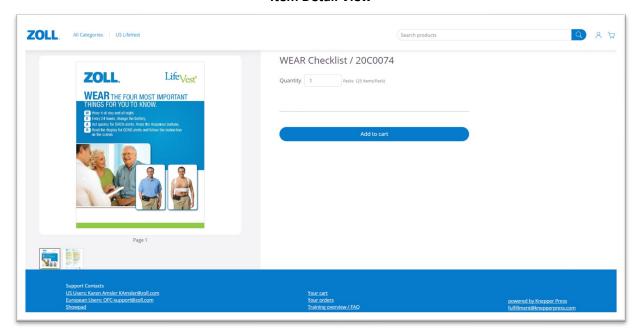


Once you click on a catalog, you will see the screen above showing the various materials for the category you selected

- From this screen you may quickly review and add items to your shopping cart
- If an item ships in packs, the number of items per pack is displayed under the name of the item
- For each item, input your order quantity of items/packs or use the "+" and "-" to adjust the quantity
- Click on the "Add to Cart" button
- If you input a quantity over the maximum limit, a message will notify you
- If you would like to see any items in greater detail, click anywhere on the image of that item



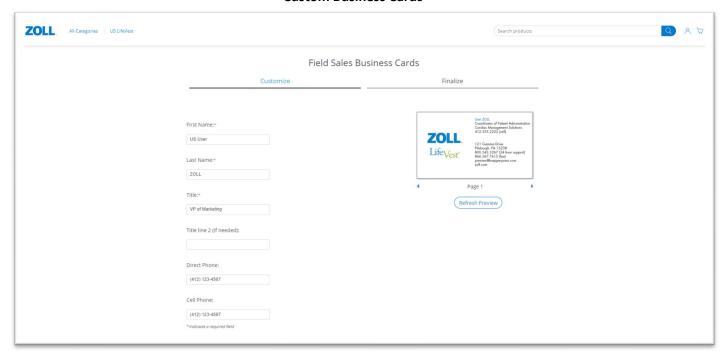
Item Detail View



- On the item detail page shown above you can take a closer look at each item
- By clicking on the image, you can take a closer look at the item to determine if this is what you would like to order
- You can also add items to your cart from this page
- To return to shopping other items, click the ZOLL logo or the catalog name of your choosing at the top left of the page



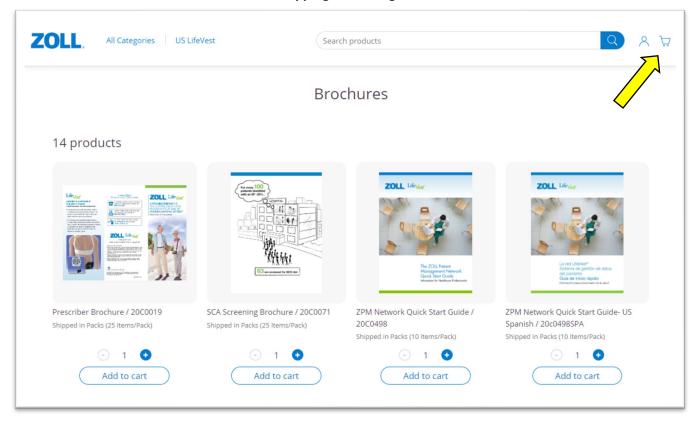
Custom Business Cards



- You can order custom items, such as business cards and name badges
 - To do so, select the business cards category from the welcome page
 - Name badges can be found in the scrubs category
 - Select the appropriate business card item, once you do so you will see the page above
 - Several fields including your name and title will be prepopulated
 - You may edit some but not all these fields, if you need to edit fields such as title, please contact kamsler@zoll.com
 - When all your information has been entered, click 'Next' at the bottom right
 - You can also click 'Refresh Preview' to get a quick live look at the card
 - On the next page, select if you will need 250,500 or 1,000 cards in your order
 - Click the 'Proof' button to open a full-size PDF proof of your card
 - A proof must be reviewed and the 'proof is approved' box must be checked before you can add business cards to your shopping cart



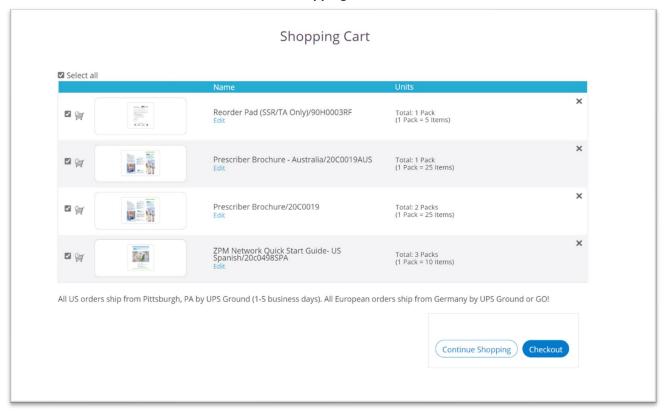
Shopping Cart Navigation



- At any time, you can click the cart icon in the top right corner of any page
 - This will take you to a screen to view the contents of your shopping cart
 - From here you can review your items, return to shopping, or complete your order



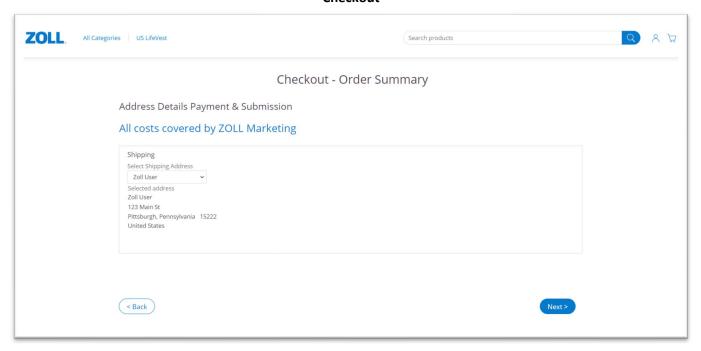
Shopping Cart



- From this page you can review your items and make any adjustments
 - You can remove items from the cart by clicking the appropriate 'x' button at the right side
 - You can return to any item to make changes by clicking on the 'edit' button
- When you are satisfied with the items in your shopping cart click on the "Checkout" button.



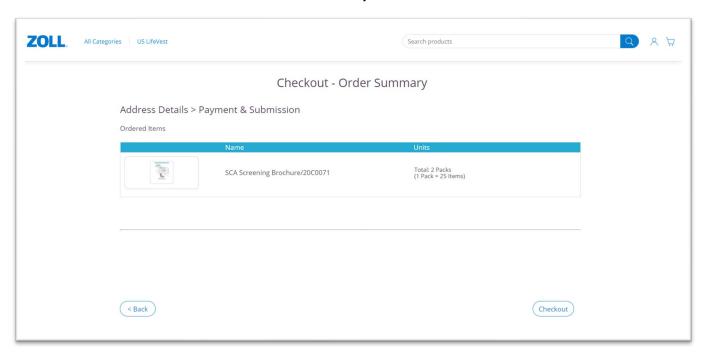
Checkout



- From this screen, please review your shipping address, which will be automatically populated and click the "Next" button.
 - If you need to change your address, contact the support contact for your location
 - North America KAmsler@zoll.com
 - For Europe <u>OFC-support@zoll.com</u>
- If you have no change to the shown address, click the 'Next' button
- All costs for marketing materials and order from this website are covered by ZOLL CMS Marketing
- You are not responsible for any costs in relation to orders placed on this website

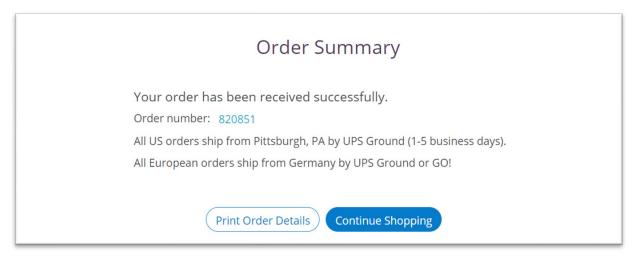


Order Summary



• Give your order a final review and then click on the "Checkout" button.

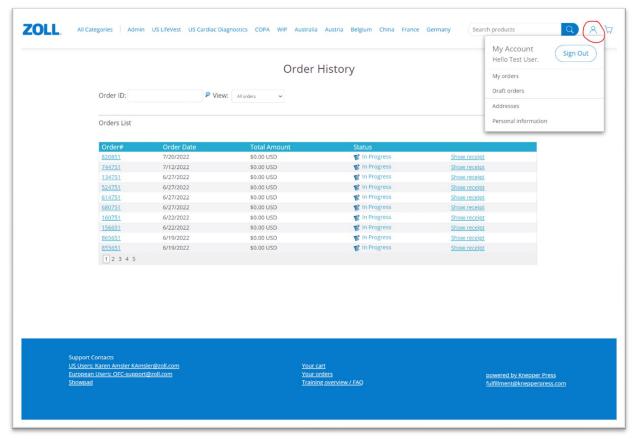
Order Confirmation



- When you see the order confirmation page shown above, your order has been successfully completed
 - Here you can find your order number
- By clicking 'Print Order Details' you can review a receipt for your order
 - This same receipt/ order confirmation will be automatically emailed to you as well



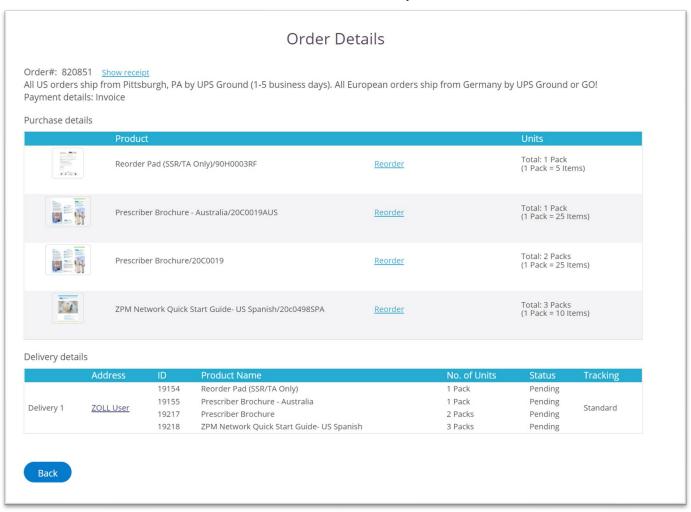
Order History



- At any time, order history is available by either of two paths
 - By clicking the person icon in the top right corner, then 'My Orders' in the drop-down list or
 - By clicking 'Your Orders' in the bottom center of the page
- More detail for each order, including shipping status and tracking number are available by clicking on the order number



Detailed Order History



 For each order you can review a full detailed history including items orders, quantity of each, order number, order status, and tracking details



Fulfillment Locations:

• US orders ship from Knepper Press Located in Clinton, PA, USA



• EMEA orders ship from CRS medical GmbH in Asslar, Germany

