



## How to process your Imperial order via WebPush with the Opticon Scanner

- ▶ Your Scanner Support Team is here to help you.  
Call Imperial Customer Service M-F, 6AM-6PM CST **800-558-2808**.



Call a Dedicated Account Advisor.  
**800-558-2808**



Purchase online.  
**[imperialsupplies.com](http://imperialsupplies.com)**



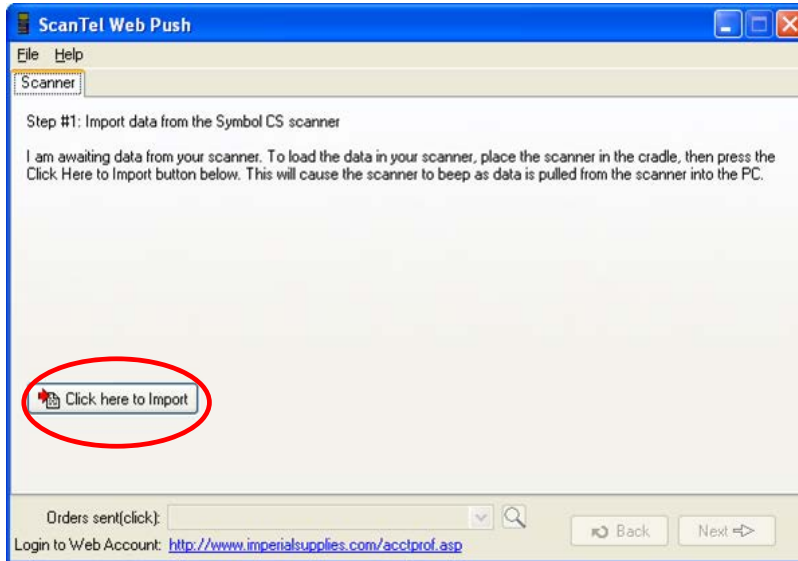
Anytime. Anywhere.  
**Download the app.**

# INSTRUCTIONS

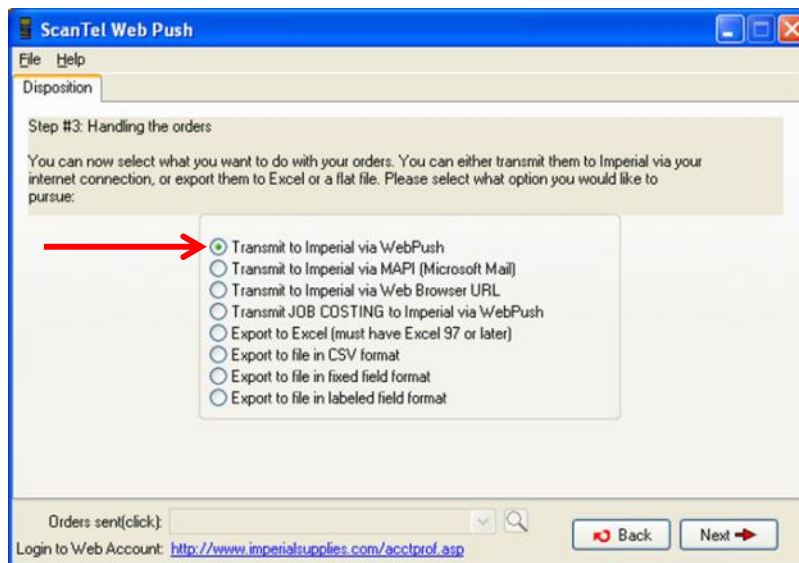
- 1 Plug your scanner into the computer and double-click on the ScanTel Webpush icon.



- 2 Click on the "Click here to import" button.

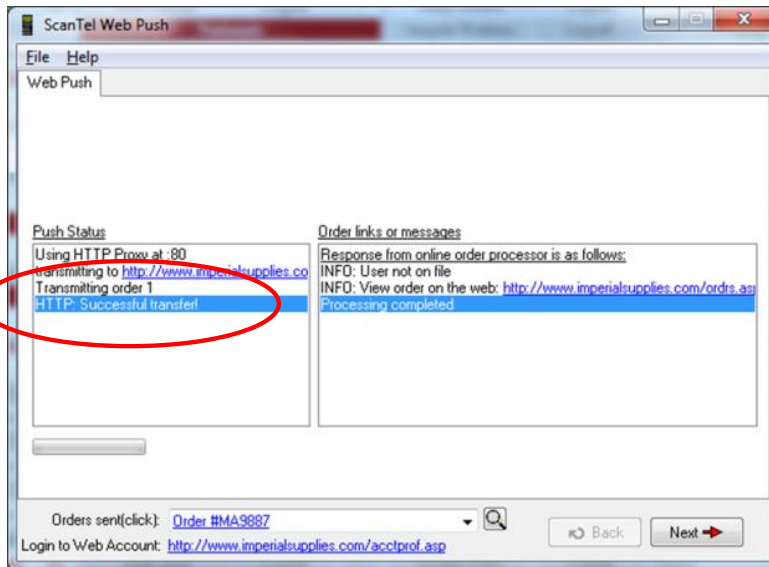


- 3 "Transmit to Imperial via WebPush" will be selected for you. Click on "next".



# INSTRUCTIONS

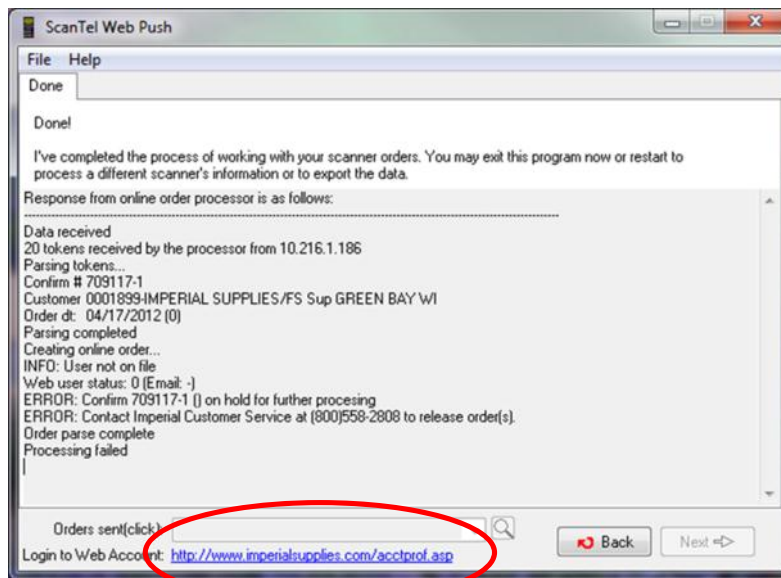
4 "Successful Transfer" should be displayed on the screen.



## Note:

1. If a message displays that says "Failed Transfer", please contact Imperial immediately for assistance.
2. If you use a punchout procurement platform (Ariba, Coupa, SmartEquip, SAP, etc), **STOP**, switch to your platform software and punchout to Imperial to pick up your order.

5 Click on the "Login to Web Account" link at the bottom of the screen. This will bring you to Imperial's website to review your order.



# INSTRUCTIONS

## 6 Review order and select "Proceed to checkout".

**Imperial**  
NATIONAL DISTRIBUTOR OF QUALITY MAINTENANCE SUPPLIES SINCE 1958  
1-800-558-2808

My Account Products Services Catalog Resources SDS New Products About Us Contact Us Help

Enter any keyword, part number or cross reference number   Quick-Add

Home > My Account > Order No. P000Y47689

Order Payment Confirmation

Order No. P000Y47689 Last Updated: 3/6/2018

View All Orders | Edit Ship To | Email Copy | Delete Order | My Lists | Quick-Add | File Import

Quick-Add by Part Number  1

Sort By: Most Recently Added View: Standard

Item	Description	Boxes	Item Total
82050	Anco® Universal Wiper Blade, 31 Series, 26" Pkg Qty: 10   Order Qty: 30 Expected to Ship From: JANESVILLE, WI	3	

**Proceed to Checkout**

**Order Summary**

Subtotals  
130 - Parts Inventory  
840 - Misc Shop Supply

Item Total  
Order Total:

### Note:

1. An error message will appear if edits to order are needed.
2. Adjust order and select "Proceed to checkout" or contact your rep.

Order No. P000YE3280 Last Updated: 3/8/2018

ORDER WAS SENT VIA WEB PUSH  
Item(s) invalid, not added to order: 8962530

If you have questions about your order, please contact your rep: Cori Karpinen at (800)558-2808

View All Orders | Edit Ship To | Email Copy | Delete Order | My Lists | Quick-Add | File Import

Quick-Add by Part Number  1

Sort By: Most Recently Added View: Compact

Item	Description	Boxes	Item Total
89238	Imperial® Nitrile Disposable Glove, XL, 9-1/2", 6 Mil, Black Pkg Qty: 100   Order Qty: 1000 Expected to Ship From: CHARLOTTE, NC	10	
891013	Hxhd Sems M6-1.0x20mm,17mm Wash Pkg Qty: 50   Order Qty: 50 Expected to Ship From: CHARLOTTE, NC Bin location: TRAY-25	1	

**Proceed to Checkout**

**Order Summary**

Item Total  
Sales tax requested  
Estimated Tax: (9.25%)  
Order Total:

PO:

Ship Via: FedEx Ground (RPS)

Location:  
Ship to:

# INSTRUCTIONS

- 7 Select "Checkout" and a confirmation screen will display. Checkout must be selected in order for Imperial to receive and process a completed order.

The screenshot shows the Imperial website's checkout process for order #P000Y47689. The header includes the Imperial logo, the tagline "NATIONAL DISTRIBUTOR OF QUALITY MAINTENANCE SUPPLIES SINCE 1958", and the phone number "1-800-558-2808". A navigation bar contains links for My Account, Products, Services, Catalog, Resources, SDS, New Products, About Us, Contact Us, and Help. Below the navigation is a search bar and a cart icon showing "Order (7)". The breadcrumb trail reads "Home > Order Review > Order #P000Y47689 > Checkout". A progress bar shows "Order" selected, followed by "Payment" and "Confirmation". The main content area is titled "Order No. P000Y47689" and features a "Checkout" button highlighted with a red circle. To the left of the checkout button are sections for "Order Details" and "Payment Options" (marked as \* required). The "Payment Options" section includes a PO# field and a "Your Credit Cards" section with a Visa card selected. To the right of the checkout button is an "Order Summary" section with a table of subtotals and item totals.

Order Summary	
<b>Subtotals</b>	
130 - Parts Inventory	\$284.25
840 - Misc Shop Supply	\$284.25
<hr/>	
Item Total	\$568.50
Order Total:	\$568.50
<hr/>	
Promotional Code [optional]	

The screenshot shows the Imperial website's confirmation page for order #P000Y47691. The header is identical to the previous screenshot. The breadcrumb trail reads "Home > Order Review > Order #P000Y47691 > Checkout". The progress bar shows "Order" selected, followed by "Payment" and "Confirmation". A green message box contains the text: "Thank You for Your Order. Order #P000Y47691 has been released for processing. Return to your My Account page or Log Out." Below the message box, it says "Please do not press the back button on your browser".