

## Setting up Tradeplace Electronic Ordering for existing BSH and Miele customers

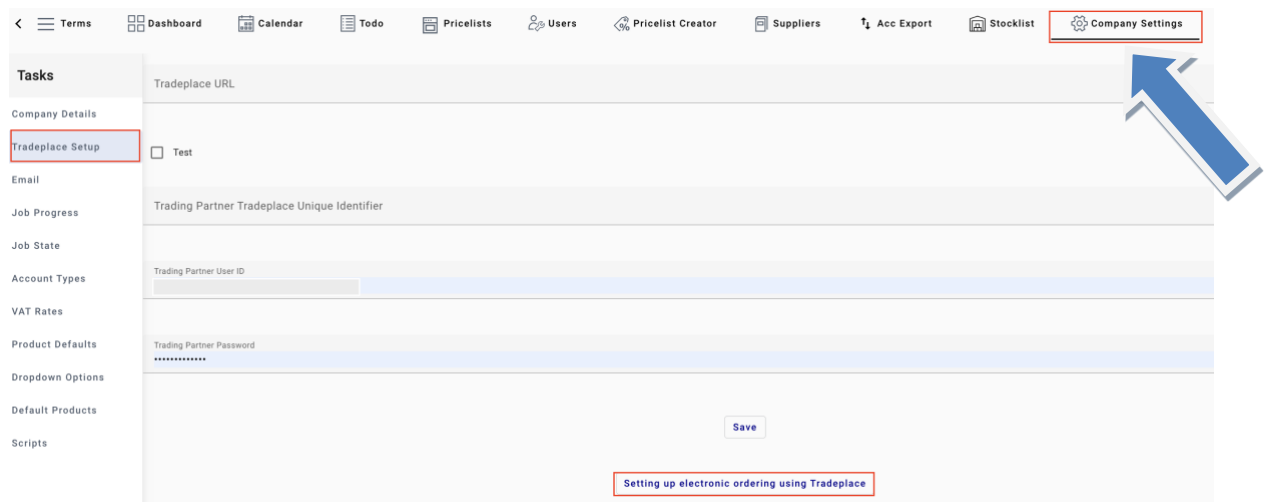
Direct ordering to your suppliers through the KBBConnect -Tradeplace linked portal means your suppliers receive your order more quickly than orders which are e-mailed, faxed or even telephoned through to them. They go directly into their orders system for processing.

KBBConnect direct electronic ordering is available to customers who have:

- **An account with either BSH (Bosch, Neff, Siemens) Electrolux or Miele**
- **Access to those supplier pricelists on KBBConnect**

Once you have the above, please follow the instructions below to access direct electronic ordering:

1. Log on to KBBConnect
2. Select the **Company Details** tab, Tradeplace Setup

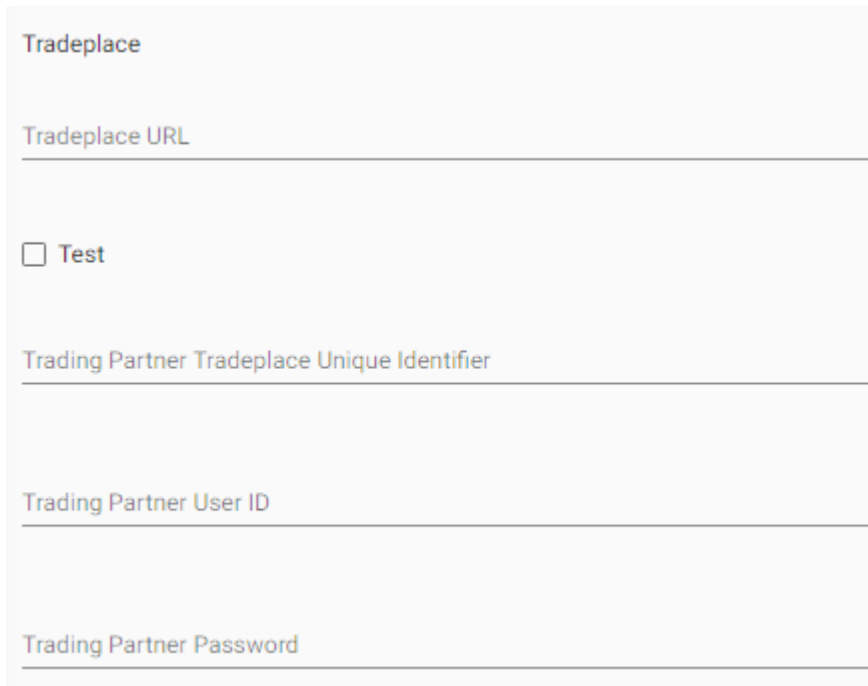


3. Click on the **Setting up electronic ordering using Tradeplace** button
4. A Tradeplace form will open in Word. Complete the form and;
5. Send it to: [admin@tradeplace.com](mailto:admin@tradeplace.com)

When you have received your Tradeplace account details:



6. Log on to KBBConnect
7. Select the **Company Details** tab, as shown above

8. Complete the Tradeplace settings dialog box:



The screenshot shows a dialog box titled "Tradeplace" with the following fields and options:

- Tradeplace URL
- Test
- Trading Partner Tradeplace Unique Identifier
- Trading Partner User ID
- Trading Partner Password

9. Click the  button
10. Then, **contact our support team** on 01923 919 278 – a member of the team will connect to your supplier's system to finalise the process.
11. Now you will be able order direct to manufacturers' systems using KBBConnect: In your Purchase Order screen there will be buttons for direct ordering, e.g. the  button will be displayed in any order screen where you are ordering Neff products. Clicking this button will order direct to the supplier's system.

**NOTE:** If you do not hold accounts with BSH or MIELE, please apply for accounts with these suppliers before applying for a Tradeplace account.

For further information or assistance please contact our Technical Support Department:

**e-mail us at:** [clientcare@smart-systems.co.uk](mailto:clientcare@smart-systems.co.uk)

or

**Telephone Number: 01923 919 278**