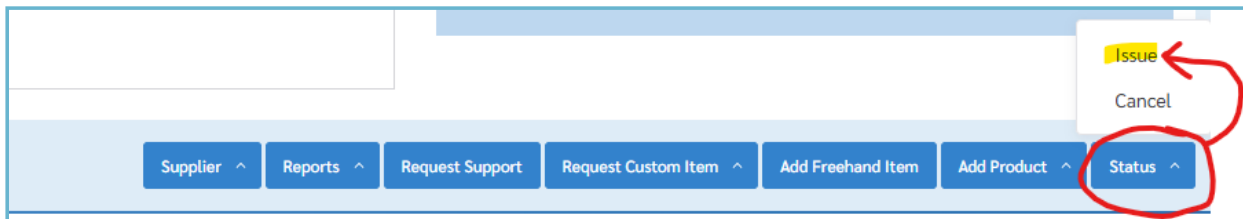


Issue and Accept Quote

Step 1: Issue

Issue a quote to generate customer-facing reports for their review

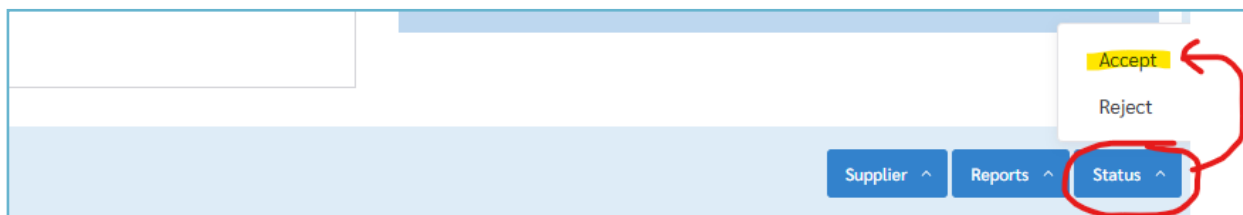
(Full summary, shop drawings, etc.) Generating reports takes 1-2 minutes to complete.



Step 2: Accept

Once a customer approves the Issued quote and wants to move forward with the order, please "Accept" the quote.

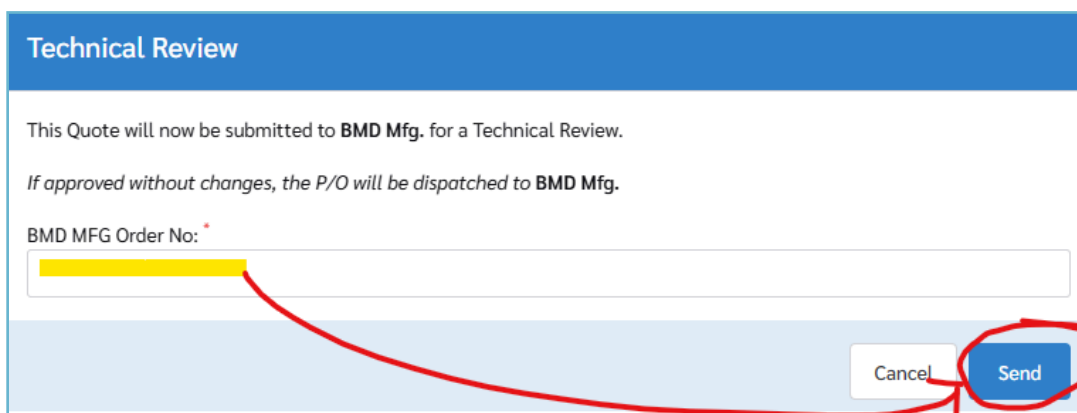
Accepting the quote signifies that you are ready to submit your PO to BMDMFG.



Step 3: Enter your PO

After clicking Accept, this box will appear. Here you will enter your PO and click Send.

After clicking Send the order process is complete. It is now in BMDMFG's court to process.

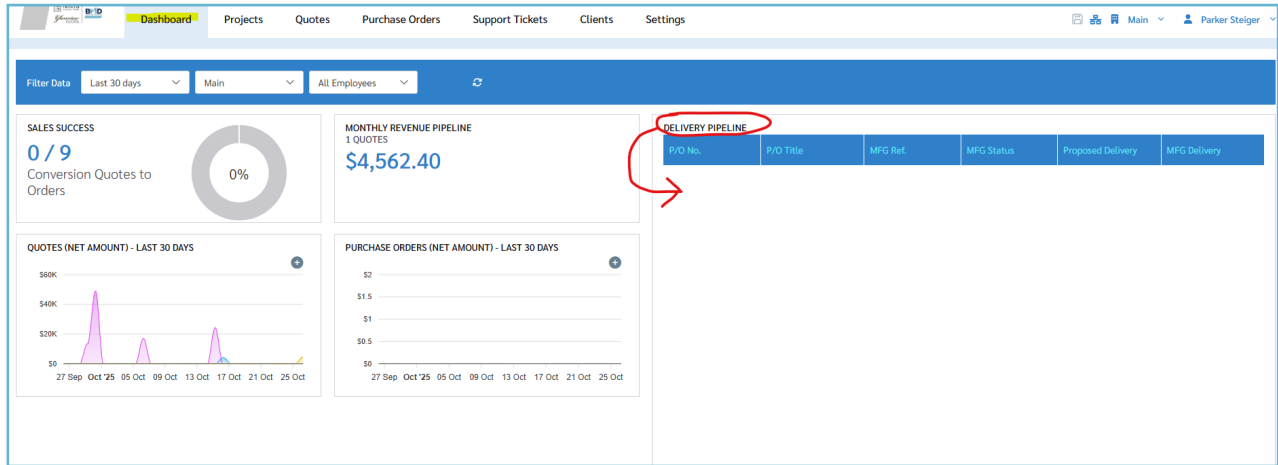


A screenshot of a 'Technical Review' form. The form has a blue header with the text 'Technical Review'. Below the header, there is a message: 'This Quote will now be submitted to **BMD Mfg.** for a Technical Review.' followed by 'If approved without changes, the P/O will be dispatched to **BMD Mfg.**'. Below this is a text input field labeled 'BMD MFG Order No: *' with a red asterisk. The input field contains a yellowed-out value. At the bottom right of the form, there are two buttons: 'Cancel' and 'Send'. The 'Send' button is circled in red. A red arrow points from the 'Send' button to the 'BMD MFG Order No: *' input field.

Issue and Accept Quote - Continued

Step 3: Enter your PO (continued)

Your Order will appear in the Dashboard page of BMD-Q.



The screenshot displays the BMD-Q Dashboard interface. At the top, there is a navigation bar with tabs for Projects, Quotes, Purchase Orders, Support Tickets, Clients, and Settings. Below this is a filter bar with options for 'Last 30 days', 'Main', and 'All Employees'. The dashboard is divided into several sections:

- SALES SUCCESS:** Shows a conversion rate of 0/9 (0%) from quotes to orders, accompanied by a donut chart.
- MONTHLY REVENUE PIPELINE:** Displays 1 quote with a total value of \$4,562.40.
- DELIVERY PIPELINE:** A table with columns for P/O No., P/O Title, MFG Ref., MFG Status, Proposed Delivery, and MFG Delivery. A red circle highlights the 'DELIVERY PIPELINE' header, and a red arrow points to the table.
- QUOTES (NET AMOUNT) - LAST 30 DAYS:** A line chart showing quote activity over the last 30 days.
- PURCHASE ORDERS (NET AMOUNT) - LAST 30 DAYS:** A line chart showing purchase order activity over the last 30 days.