

## Contents

[About \*\*SEARCH\*\*](#)

[SEARCH Functionality Overview](#)

[SEARCH by Part Number Only](#)

[SEARCH by Description Only](#)

[SEARCH by Part Number And/Or Description](#)

[SEARCH Results](#)

[Source Detail](#)

[Related Items in \*\*SEARCH\*\* Results](#)

[Mobile-Friendly \*\*SEARCH\*\* Screens](#)

[Tips and Tricks](#)

[Got a Question?](#)

## About **SEARCH**

[Back to Contents](#)

**SEARCH** is used to find items owned by other WarehouseTWO members that you need to fill your own customers' backorders. By accessing the inventory owned by other members, you can provide better service to your customers and reduce the expense and time associated with managing a long lead-time backorder.

You can search by manufacturer's part number or description. Only items posted to the inventory-sharing communities for which you are an authorized member will appear in your search result.

With the exception of the **BROADCAST REQUEST** feature (Ⓒ, page 7), searching with a wild card character (x on page y), and the **VIEW THIS MEMBER'S OTHER POSTINGS** function (Ⓓ, page 12), all aspects of the **SEARCH** feature are available to all users at all membership levels.

## SEARCH Functionality Overview

[Back to Contents](#)

The screenshot shows the SEARCH interface with the following elements highlighted by numbered callouts:

- 1**: Search button
- 2**: SEARCH button
- 3**: RESET button
- 4**: Search Options section (Exact Text, Exact Match, Exclude My Items, Exclude WEB MARKET Items)
- 5**: Display Options section (Show Communities, Show Seller Names, Show Phone Numbers)
- 6**: Filter Search by Community dropdown (set to All)
- 7**: # Items per Page dropdown (set to 10)
- 8**: Display Currency As dropdown (set to Default (as posted))
- 9**: Your Location field (set to Carmel-by-the-Sea, CA, United States)
- 10**: Distance UOM dropdown (set to miles)

Below the search fields, there is a "Rel:" section explaining related items and their codes (C, E, S, ?). At the bottom, there is a "SRC" section explaining source codes (D, OS, M, WM) and a note about currency conversions.

Figure 1. SEARCH screen.

A **SEARCH** (1, Figure 1) can be performed on a set of characters entered into the **Part Number** field or on one or more keywords entered into the **Description** field, or on a combination of both, by selecting “AND” in the “Or/And” connector drop-down list. (The default connector is “OR”.) If either search field is empty, the search will be performed on the populated field only, regardless of what connector has been selected.

Clicking on the **SEARCH** button (2) initiates a search. Hitting the “Enter” or “Return” key on one’s keyboard also initiates a search, as long as one’s cursor is still in either the **Part Number** field or the **Description** field.

By default, search results include all items that meet the search criteria, and that are posted to any inventory-sharing community for which the user’s member account is an authorized participant. Search results can be filtered to items posted to a single inventory-sharing community by selecting the desired community in the **Filter Search by Community** drop-down list (6).

Searches for characters entered into the **Part Number** field can be filtered by clicking on one or more **Search Options** check boxes (4). The effects of these filters is explained in the following pages of this tutorial. The “Exact Text” and “Exact Match” boxes cannot be checked concurrently.

Checking “Show Communities” under **Display Options** (5) displays the names of the inventory-sharing communities to which each item appearing in the search results has been posted. Checking “Show Seller Names” displays the names of the WarehouseTWO members offering each item appearing in the search results. Checking “Show Phone Numbers” displays the contact phone number for each item appearing in the search results.

**# Items per Page** (7) controls how many items appear on a single page. Choices are 10, 25, 50 & 100.

The **Display Currency As** drop-down list (8) allows you to select a preferred currency in which offer prices will be displayed in a search result. Converted prices are identified with an asterisk after the price. **Currency conversions are estimates only. Contact the seller for exact offer price.** The default setting, “Default (as posted)”, displays offer prices in the currencies selected by the posting member.

The **Your Location Field** (9) displays the Google-Maps-recognized location that is stored in your user record. If this field is blank, click on the “My Account” link at the top of the page to enter a location.

Distance UOM (10) has three settings: “miles”, “kilometers” and “light-seconds”.

Clicking on the **RESET** button (3) clears the search result.

**SEARCH** by Part Number Only[Back to Contents](#)

The screenshot shows the search interface with the following details:

- Search Options:** All checkboxes are unchecked. A red circled '4' is next to the 'Search Options' header.
- Search Results Table:**

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C16-16FN-1	PFA STRAIGHT ADAPTER,MNPT;		5	EA	32.86	\$ USD	7/10/2017	1,876	D
C16-16FN-1	CONN - MALE, FLARED		15	EA	46.14	\$ USD	7/9/2017	713	D
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR		10	EA	16.49	\$ USD	7/10/2017	1,698	D
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/9/2017	713	D
FC6-6FN-1	CONN - FEMALE, FLARED		9	EA	32.13	\$ USD	7/9/2017	713	D
FC6-6FN-1	Surplus Entegris item.		4	EA	500.00	\$ USD	7/9/2017	91	WM
PMXC6-6FN-1	PANEL MOUNT CONNECTOR EXTD 3/8		2	EA	26.60	\$ USD	7/10/2017	1,876	D
PMXC6-6FN-1	CONN - PAN MT EXT		2	EA	44.87	\$ USD	7/9/2017	713	D

Figure 2. Part Number only, unfiltered search result.

**SEARCH** by part number is not case-sensitive. When no **Search Options** boxes (4) are checked, the search result (Figure 2) will include every item posted to your communities for which the posted part number contains every character that was entered into the **Part Number** field, in sequence. Items appearing in the search results may contain additional characters. This search acts as if a “wild card” symbol were entered before and after each of the characters entered into the **Part Number** field.

The screenshot shows the search interface with the following details:

- Search Options:** The 'Exact Text' checkbox is checked. A red circled '4' is next to the 'Search Options' header.
- Search Results Table:**

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR		10	EA	16.49	\$ USD	7/10/2017	1,698	D
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/9/2017	713	D
FC6-6FN-1	CONN - FEMALE, FLARED		9	EA	32.13	\$ USD	7/9/2017	713	D
FC6-6FN-1	Surplus Entegris item.		4	EA	500.00	\$ USD	7/9/2017	91	WM
PMXC6-6FN-1	PANEL MOUNT CONNECTOR EXTD 3/8		2	EA	26.60	\$ USD	7/10/2017	1,876	D
PMXC6-6FN-1	CONN - PAN MT EXT		2	EA	44.87	\$ USD	7/9/2017	713	D

Figure 3. Part Number only, “Exact Text” search result.

When the **Exact Text** box is checked, the search result (Figure 3) is filtered to include only part numbers that contain the text string entered in the **Part Number** field in sequence, without interruption. Checking the **Exact Match** box will automatically uncheck the **Exact Text** box, as both boxes cannot be checked simultaneously. Checking a checked box un-checks it.

**Search**

Part Number: 6-%2-GBZ-SS | Description (keywords only): | SEARCH | RESET

**4 Search Options**

- Exact Text
- Exact Match
- Exclude My Items
- Exclude WEB MARKET Items

**Display Options**

- Show Communities
- Show Seller Names
- Show Phone Numbers

**Filter Search by Community**: All | **# Items per Page**: 10

**\*Display Currency As**: Default (as posted) | **Your Location**: Carmel-by-the-Sea, CA, United States | **Distance UOM**: miles

**Table:**

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
<b>16-12 GBZ-SS</b>	1" OD X 3/4 FNPT CONNECTOR-SS		1	EA	48.42	\$ USD	7/9/2017	2,236	D
<b>6-12 GBZ-SS</b>	CPI FITTINGS		5	EA	47.68	\$ USD	7/9/2017	2,415	OS
6-12 GBZ-SS	CPI FEMALE CONNECTOR	?	100	EA		\$ USD	7/9/2017	2,245	M
6-2 GBZ-SS	3/8x1/8 FEMALE CONNECTOR		5	EA	12.34	\$ USD	7/10/2017	2,750	D
6-2 GBZ-SS	SS female connector 06CPI x 02FPT		2	EA	10.80	\$ USD	7/9/2017	77	D
6-2 GBZ-SS	CONNECTOR FEMALE 3/8 INCH TUBE X 1/8 INCH FEMALE NPT 316 STAINLESS STEEL 6-2 GBZ-SS PARKER HANNIFIN CPI		30	BX	15.82	\$ USD	7/9/2017	1,863	D
6-2 GBZ-SS			100	EA	9.55	\$ USD	1/12/2017	2,295	D
6-2 GBZ-SS			85	EA	9.00	\$ USD	1/4/2017	2,295	D

Figure 4. Use of the wildcard character, “%” in an “Exact Match” search.

When the **Exact Text** box is checked, the “percent” character (“%”) acts as a wildcard (Figure 4). For example, entering as a part number string, “6-%2-GBZ-SS” would allow part numbers “16-12 GBZ-SS” and “6-12 GBZ-SS” to appear in the search results.

**Search**

Part Number: C6-6FN-1 | Description (keywords only): | SEARCH | RESET

**4 Search Options**

- Exact Text
- Exact Match
- Exclude My Items
- Exclude WEB MARKET Items

**Display Options**

- Show Communities
- Show Seller Names
- Show Phone Numbers

**Filter Search by Community**: All | **# Items per Page**: 10

**\*Display Currency As**: Default (as posted) | **Your Location**: Carmel-by-the-Sea, CA, United States | **Distance UOM**: miles

**Table:**

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR		10	EA	16.49	\$ USD	7/10/2017	1,698	D
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/9/2017	713	D

Figure 5. Part Number only, “Exact Match” search result.

When the **Exact Match** box is checked, the search result (Figure 5) is filtered to include only part numbers that exactly match the text string that was entered in the **Part Number** field. Checking the **Exact Text** box will automatically uncheck the **Exact Match** box, as both boxes cannot be checked simultaneously. Checking a checked box un-checks it.

Checking the **Exclude My Items** box (①) will filter out from any search result all items posted by your company to the WarehouseTWO website.

Checking the **Exclude WEB MARKET Items** box (②) will filter out from search results all items posted by WarehouseTWO members to a WEB MARKET location. WEB MARKET items appearing in search results are displayed in bold red font (③). Refer to [this tutorial](#) for more information about WEB MARKET.

As long as your browser accepts cookies, your **Search Options** settings will be remembered the next time you log back into the WarehouseTWO website.

**SEARCH** by Description Only[Back to Contents](#)

The screenshot shows the SEARCH interface with the following details:

- Navigation tabs: SEARCH, MULTI-SEARCH, BARGAIN HUNT, POST INVENTORY, ADMINISTRATIVE TOOLS
- Search section: Part Number (empty), Or connector, Description (keywords only) field containing "CONN FLARED", SEARCH button, RESET button.
- Search Options (4):
  - Exact Text:
  - Exact Match:
  - Exclude My Items:
  - Exclude WEB MARKET Items:
- Display Options:
  - Show Communities:
  - Show Seller Names:
  - Show Phone Numbers:
- Filter Search by Community: All
- # Items per Page: 10
- \*Display Currency As: Default (as posted)
- Your Location: Carmel-by-the-Sea, CA, United States
- Distance UOM: miles
- Actions: Broadcast Request, Forward via Email, Print, Output To File
- Page navigation: 1 of 4, BACK, NEXT
- Results Table:
 

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C12-12FN-1	CONN - MALE, FLARED		33	EA	40.21	\$ USD	7/9/2017	713	D
C12-16FN-3	CONN - MALE FLARED		45	EA	49.47	\$ USD	7/9/2017	713	D
C12-8FN-1	CONN - MALE, FLARED		4	EA	40.21	\$ USD	7/9/2017	713	D
C16-16FN-1	CONN - MALE, FLARED		15	EA	46.14	\$ USD	7/9/2017	713	D
C4-2FN-1	CONN - MALE FLARED		50	EA	17.42	\$ USD	7/9/2017	713	D
C4-2FN-3	CONN - MALE, FLARED, PFA NUT		10	EA	20.17	\$ USD	7/9/2017	713	D
C4-6FN-3	CONN - MALE, FLARED PFA NUT		5	EA	20.17	\$ USD	7/9/2017	713	D
C4-8FN-1	CONN - MALE, FLARED		1	EA	17.42	\$ USD	7/9/2017	713	D
C6-2FN-1	CONN - MALE, FLARED		10	EA	19.88	\$ USD	7/9/2017	713	D
C6-4FN-1	CONN - MALE, FLARED		13	EA	19.88	\$ USD	7/9/2017	713	D

Figure 6. Description-only search result.

**SEARCH** by description is not case-sensitive. **SEARCH** by description is a keyword search, not a search on characters. One or more keywords may be entered into the **Description** field, separated by a space. The search result (Figure 6) will include only items that contain every keyword entered into the **Description** field. The sequence in which multiple keywords are entered does not affect the search result. For example, searching on “CONN FLARED” or on “FLARED CONN” will give the same search result.

When searching only by description, leave the search field connector set to “Or”.

The **Search Options** “Exact Text” and “Exact Match” (4) have no effect on the result of a search on keywords entered into the **Description** field.

## SEARCH by Part Number And/Or Description

[Back to Contents](#)

A search can be performed on characters entered into the **Part Number** field and on keywords entered into the **Description** field *simultaneously*.

Search

Part Number: C6-6FN-1 | Description (keywords only): CONN FLARED | Connector: Or

Search Options:  Exact Text,  Exact Match,  Exclude My Items,  Exclude WEB MARKET Items

Display Options:  Show Communities,  Show Seller Names,  Show Phone Numbers

Filter Search by Community: All | # Items per Page: 10

\*Display Currency As: Default (as posted) | Your Location: Carmel-by-the-Sea, CA, United States | Distance UOM: miles

Navigation: Broadcast Request, Forward via Email, Print, Output To File, BACK, 1 of 4, NEXT

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C12-12FN-1	CONN - MALE, FLARED		33	EA	40.21	\$ USD	7/9/2017	713	D
C12-16FN-3	CONN - MALE FLARED		45	EA	49.47	\$ USD	7/9/2017	713	D
C12-8FN-1	CONN - MALE, FLARED		4	EA	40.21	\$ USD	7/9/2017	713	D
C16-16FN-1	CONN - MALE, FLARED		15	EA	46.14	\$ USD	7/9/2017	713	D
C4-2FN-1	CONN - MALE FLARED		50	EA	17.42	\$ USD	7/9/2017	713	D
C4-2FN-3	CONN - MALE, FLARED, PFA NUT		10	EA	20.17	\$ USD	7/9/2017	713	D
C4-6FN-3	CONN - MALE, FLARED PFA NUT		5	EA	20.17	\$ USD	7/9/2017	713	D
C4-8FN-1	CONN - MALE, FLARED		1	EA	17.42	\$ USD	7/9/2017	713	D
C6-2FN-1	CONN - MALE, FLARED		10	EA	19.88	\$ USD	7/9/2017	713	D
C6-4FN-1	CONN - MALE, FLARED		13	EA	19.88	\$ USD	7/9/2017	713	D

Figure 7. Part Number “Or” Description search result.

When “Or” is selected as the search field connector, the search result (Figure 7) will include all items that meet either the parameters defined for the **Part Number** search or the parameters defined for the **Description** search. The **Search Options** “Exact Text” and “Exact Match” (4) effect only the search results influenced by the contents of the **Part Number** field. Notice that, in the example above, the search results extends over four pages (when the “# items per Page” is set to “10”).

Search

Part Number: C6-6FN-1 | Description (keywords only): CONN FLARED | Connector: And

Search Options:  Exact Text,  Exact Match,  Exclude My Items,  Exclude WEB MARKET Items

Display Options:  Show Communities,  Show Seller Names,  Show Phone Numbers

Filter Search by Community: All | # Items per Page: 10

\*Display Currency As: Default (as posted) | Your Location: Carmel-by-the-Sea, CA, United States | Distance UOM: miles

Navigation: Broadcast Request, Forward via Email, Print, Output To File, BACK, 1 of 1, NEXT

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/9/2017	713	D

Figure 8. Part Number “And” Description search result.

When “And” is selected as the search field connector, the search result (Figure 8) will include all items that meet both the parameters defined for the **Part Number** search and the parameters defined for the **Description** search. The **Search Options** “Exact Text” and “Exact Match” (4) effect only the search results influenced by the contents of the **Part Number** field.

## SEARCH Results

[Back to Contents](#)

SEARCH MULTI-SEARCH BARGAIN HUNT POST INVENTORY ADMINISTRATIVE TOOLS

Search

Part Number: C6-6FN-1 Description (keywords only): [ ] SEARCH RESET

Search Options:  Exact Text  Exact Match  Exclude My Items  Exclude WEB MARKET Items

Display Options:  Show Communities  Show Seller Names  Show Phone Numbers

Filter Search by Community: All

# Items per Page: 10

\*Display Currency As: Default (as posted)

Your Location: Carmel-by-the-Sea, CA, United States

Distance UOM: miles

Broadcast Request Forward via Email Print Output To File

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR		10	EA	16.49	\$ USD	7/10/2017	1,698	D
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/9/2017	713	D
FC6-6FN-1	CONN - FEMALE, FLARED		9	EA	32.13	\$ USD	7/9/2017	713	D
FC6-6FN-1	Surplus Entegris item.		4	EA	500.00	\$ USD	7/9/2017	91	WM
PMXC6-6FN-1	PANEL MOUNT CONNECTOR EXTD 3/8		2	EA	26.60	\$ USD	7/10/2017	1,876	D
PMXC6-6FN-1	CONN - PAN MT EXT		2	EA	44.87	\$ USD	7/9/2017	713	D

Figure 9. Part Number only, "Exact Text" search result.

The table of items displayed in a search result (Figure 9) contain these columns of information:

**Part Number:** This is the part number as defined by the seller.

**Description:** This is free-form text defined by the seller.

**Rel:** This column identifies **RELATED ITEMS** appearing in the search result. This functionality is explained in greater detail on page 11 of this tutorial.

**Qty:** This is the number of units available for sale by the seller, in the unit of measure, **UOM**, shown in the column to the immediate right.

**Price:** This is the sales price offered by the seller, in the **Currency** shown in the column to the immediate right. The currency displayed can be changed by selecting a different currency in the **Display as Currency** drop-down list (8). Converted prices are identified with an asterisk after the price. **Currency conversions are estimates only. Contact the seller for exact offer price.**

**Date Posted:** This is the date that the listing was posted to the WarehouseTWO database.

**Distance:** This is the distance, in the selected Distance UOM, between seller's location displayed in the **Your Location** field (4). If no location is entered in this field, this column displays question marks ("?"). Distances are displayed only when the **# Items per Page** (7) is set to "10" or "25".

**SRC:** This identifies whether the seller is a distributor ("DIST") or a manufacturer ("MANU").

By default, search result are sorted by **Part Number**, increasing, then by **Date Posted**, decreasing (newest dates listed at the top), and then by **Price**, increasing. Non-priced items are listed beneath priced items. Thus, for multiple postings of the exact same item, the most recently posted record with the lowest price will appear at the top of the search result. Search result can be re-sorted by clicking on any column header label shown in bold blue font. Click once for an increasing sort, again for a decreasing sort. To reset the sort to the default setting, click on the **Part Number** header label, or click on the **SEARCH** button (2) again.

If more items are found in a search result than the quantity set in the **# Items per Page** drop-down list (7), the navigation buttons (circled in red in Figure 9) become active, allowing you to toggle through each page of search results.

The screenshot shows a search results page with a table of items. Above the table, there are four buttons: "Broadcast Request", "Forward via Email", "Print", and "Output To File". These buttons are highlighted with a red rectangular box. The table below has columns for Part Number, Description, Rel, Qty, UOM, Price, Currency, Date Posted, Distance (mi), and SRC. The first row of data is highlighted in blue.

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR	10	EA	16.49	\$ USD	7/10/2017	1,698	D	
C6-6FN-1	CONN - MALE, FLARED	2	EA	23.14	\$ USD	7/9/2017	713	D	
FC6-6FN-1	CONN - FEMALE, FLARED	9	EA	32.13	\$ USD	7/9/2017	713	D	
FC6-6FN-1	Surplus Entegris item.	4	EA	500.00	\$ USD	7/9/2017	91	WM	
PMXC6-6FN-1	PANEL MOUNT CONNECTOR EXTD 3/8	2	EA	26.60	\$ USD	7/10/2017	1,876	D	
PMXC6-6FN-1	CONN - PAN MT EXT	2	EA	44.87	\$ USD	7/9/2017	713	D	

Figure 10. Functionality buttons on search result screen.

After a search has completed, and whether or not any items are listed in the search result, a row of four buttons appears above the the table of search result (Figure 10).

**Broadcast Request:** This feature allows you to send an email inquiry to all members of a selected inventory-sharing community, including those who have not posted their available inventory at WarehouseTWO. Refer to the [BROADCAST REQUEST tutorial document](#) for a detailed explanation of how to use this feature.

**Forward via Email:** Clicking on this button opens a pop-up email form. (Figure 11).

The screenshot shows a pop-up window titled "Forward Search Results via Email". It contains a form with the following fields:

- \* From:** rbannon@questind.com
- \* Subject:** Email Forwarded By Quest Industries
- \* Verify this email address:** rbannon@questind.com
- \* To Email Address:** (empty field)
- \* Verify this email address:** (empty field)
- \* Your message to email recipient:** (Enter a message here. The final email will include your message and details about the search results you are forwarding.)

At the bottom right of the form are "SEND" and "RESET" buttons.

Figure 11. Forward Search Result via Email pop-up window.

Using this form, an email can be sent to any single email address. All email fields must contain valid entries. The "Subject" and message fields may not be blank. The default text in the message field is intended to be removed and replaced with an applicable message.

The sent email will have as an attached Excel workbook the list of all items found in the search results. The workbook contains all information displayed on the **Source Detail** screen for each item found in the search result.

**Print:** Clicking on this button displays a printable version of the search result, and a pop-up “Print” control panel appears. After printing (or canceling the print request), click on the link “Return to Search Result Screen” to return to the previous browser window.

**Output to File:** Clicking on this button exports the contents of the search results into an Excel workbook. The workbook contains all information displayed on the **Source Detail** screen (Figure 14) for each item found in the search result.

The screenshot shows the WarehouseTWO search interface. At the top, there are navigation tabs: SEARCH, MULTI-SEARCH, and BARGAIN HUNT. Below this is a search bar with 'Part Number' and 'Description (keywords only)' fields. The 'Part Number' field contains 'C6-6FN-1'. There are 'SEARCH' and 'RESET' buttons. Below the search bar are several sections: 'Search Options' with checkboxes for 'Exact Text', 'Exact Match', 'Exclude My Items', and 'Exclude WEB MARKET Items'; 'Display Options' with checkboxes for 'Show Communities', 'Show Seller Names', and 'Show Phone Numbers'; 'Filter Search by Community' with a dropdown set to 'All'; and '# Items per Page' set to '10'. There are also buttons for 'Broadcast Request', 'Forward via Email', 'Print', and 'Output To File'. Below these are navigation arrows and '1 of 1' page indicators. The search results table has columns: Part Number, Description (keywords only), Rel, Qty, UOM, Price, Currency, Date Posted, Distance (mi), and SRC. Two results are shown for 'C6-6FN-1'. The first result has a description of '3/8" T X 3/8" MNPT MALE CONNECTOR', a price of 16.49 \$ USD, and a date of 7/10/2017. The seller is 'Entegris Fluid Handling Products' and the location is 'Andon Specialties (TX, USA)'. The second result has a description of 'CONN - MALE, FLARED', a price of 23.14 \$ USD, and a date of 7/10/2017. The seller is 'Entegris Fluid Handling Products' and the location is 'Aztech Controls Corporation (AZ, USA)'. A red circle with the number 5 is around the 'Show Communities' checkbox, and red arrows point from it to the seller names in the results table.

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR	10	EA		16.49	\$ USD	7/10/2017	1,698	D
	Entegris Fluid Handling Products								Andon Specialties (TX, USA) 7137919800
C6-6FN-1	CONN - MALE, FLARED	2	EA		23.14	\$ USD	7/10/2017	713	D
	Entegris Fluid Handling Products								Aztech Controls Corporation (AZ, USA) 4807826000

Figure 12. Display Options boxes checked.

When the box labeled “Show Communities” under **Display Options** (5) is checked, the name of the inventory-sharing community to which each item has been posted appears in bold red font beneath each **Part Number**, along the left margin of the table (Figure 12).

When the box labeled “Show Seller Names” is checked, the name of the seller, and the seller location’s state/province (if applicable) and country appears in bold red font beneath each **Part Number**, along the right margin of the table (Figure 12).

These three check boxes function independently. Any can be checked or unchecked at any time. As long as your browser accepts cookies, your **Display Options** settings will be remembered the next time you log back into the WarehouseTWO website.

## Source Detail

[Back to Contents](#)

Source Detail

Part Number : C6-6FN-1

Description (keywords only)  
CONN - MALE, FLARED

Inventory-Sharing Community  
Entegris Fluid Handling Products Qty  
2 EA

Net Price ①  
23.14 \$ USD per EA

Date Posted  
07/10/2017

Distance  
715mi

② This Item is Available From  
Aztech Controls Corporation  
Aztech Controls Corporation  
324 South Bracken Lane  
Chandler, AZ 85224  
USA

③ Contact Name: Customer Service  
Contact Email: [cust-serv@aztechcontrols.com](mailto:cust-serv@aztechcontrols.com)  
Phone: 480-782-6000  
Fax: 480-782-6040  
Website:  
[Aztech Controls Corporation](#)

④ How to Order  
Inventory uploaded Every 24hrs. Please call 800-843-2046, fax 480-782-6040 or email PO's to: [cust-serv@aztechcontrols.com](mailto:cust-serv@aztechcontrols.com) to place orders. Please mention that you found your items on WarehouseTWO when placing orders.

⑤ [SEND EMAIL TO SELLER](#)

\* Prices displayed in converted currencies are estimates only, based on currency exchange rates published by FX Exchange Rate, updated daily. Contact the posting member to confirm exact offer price and member's policy on accepting orders in currencies other than the one in which his items have been posted to the site.

⑥ [BACK TO SEARCH RESULTS](#) ⑦ [VIEW THIS MEMBER'S OTHER POSTINGS](#) ⑧ [< PREVIOUS](#) [Next >](#) ⑨ [FORWARD VIA EMAIL](#) ⑩ [PRINT](#)

Figure 13. Source Detail screen.

Clicking on a part number on a search result screen displays the **Source Detail** screen (Figure 13) for that item. This screen includes the information shown on the search result screen (①), the physical location of the seller (②), contact information (③) and the seller-provided **How to Order** instructions (④).

The bottom of the Source Detail screen has a row of function buttons:

**BACK TO SEARCH Result** (⑥): Clicking on this button returns the browser to the **SEARCH** screen, displaying the previous search result.

**VIEW THIS MEMBER'S OTHER POSTINGS** (⑦): Clicking on this button returns the browser to the **SEARCH** screen and automatically triggers a new search for all items posted by the seller to all inventory-sharing communities in which you and the seller participate together. (It may take a minute or longer for the search result to be displayed.) This feature helps you identify other items available from this seller, perhaps to meet the seller's minimum purchase order value requirement. **VIEW THIS MEMBER'S OTHER POSTINGS** is a premium feature, available only to members at level 3 or higher.

**<PREVIOUS** and **NEXT>** (⑧): If the search result includes more than one item, clicking on these buttons advances back and forth between the items listed in the search result. The information displayed on the **Source Detail** screen changes accordingly.

**PRINT** (⑩): Clicking on this button opens a pop-up "Print" control panel. The print-out is a plain text document that includes the information displayed on the **Source Detail** screen.

**FORWARD VIA EMAIL** (⑨): Clicking on this button opens a pop-up email form. (Figure 14). Using this form, an email can be sent to any single email address. All email fields must contain valid entries. The "Subject" and message fields may not be blank. The default text in the message field is intended to be removed and replaced with an applicable message. In the final email, details about the item as displayed on the **Source Detail** screen will be included beneath the edited message text.

Figure 14. FORWARD VIA EMAIL screen.

Clicking on the **Contact Email** email address (③) will open an unpopulated email draft in your email client application. Clicking on the **SEND EMAIL TO SELLER** button (⑤) will open a pop-up email form (Figure 15).

Figure 15. SEND EMAIL TO SELLER screen.

Using this form, an email can be sent to the seller. (The “To Email Address” cannot be edited.) All email fields must contain valid entries. The “Subject” and message fields may not be blank. The message field is auto-populated with default text, and may be edited completely. In the final email, details about the item as displayed on the **Source Detail** screen will be included beneath the edited message text.

**RELATED ITEMS in SEARCH Results**[Back to Contents](#)

**Search**

Part Number: C6-6FN-1

Description (keywords only):

Search Options:  Exact Text,  Exact Match,  Show Communities,  Show Seller Names,  Show Phone Numbers,  Exclude WEB MARKET Items

Display Options:  Show Communities,  Show Seller Names,  Show Phone Numbers

Filter Search by Community: All

# Items per Page: 10

\*Display Currency As: Default (as posted)

Your Location: Carmel-by-the-Sea, CA, United States

Distance UOM: miles

Actions: Broadcast Request, Forward via Email, Print, Output To File

Part Number	Description (keywords only)	Rel	Qty	UOM	Price	Currency	Date Posted	Distance (mi)	SRC
C6-6FN- body (no nut)	Flaretek male connector, no nut	C	76	EA	7.85	€ EUR	7/10/2017	1	D
C6-6FN-1	3/8" T X 3/8" MNPT MALE CONNECTOR		10	EA	16.49	\$ USD	7/10/2017	1,698	D
C6-6FN-1	CONN - MALE, FLARED		2	EA	23.14	\$ USD	7/10/2017	715	D
C6-6FN-3	3/8 male connector, PFA nut	S	40	EA	23.45	€ EUR	7/10/2017	1	D
Entegris C66FN1	PFA straight connector, 3/8 Flaretek X 3/8 MNPT	E	2	EA	6.50	€ EUR	7/10/2017	1	D

Rel: Items may appear in your "Exact Match" search results that do not meet your search criteria. These items are "related items", identified by one of these codes:

② C = "component"    E = "equivalent"    S = "substitute"

? = undefined relation (found item is related to anything that may have appeared in your search result; this code appears in unfiltered and "Exact Text" searches only)

Please verify with the selling member the usability of a "related item" prior to purchasing the item.

Figure 16. RELATED ITEMS shown on a SEARCH result screen.

**RELATED ITEMS** may appear in search results (Figure 16). While these items may not meet the specified search criteria, they have been posted by another member who has also defined a specific relationship between what was searched on and what that member has available.

**RELATED ITEMS** are identified as such with a single letter code appearing in the **Rel** column (①) on the search result screen. These letters appear only when an "Exact Match" search is performed.

The letter "C" stands for "component". A related item identified as such can be used to assemble the item that was searched for. In the example above, "C6-6FN- body (no nut)" is the part number of the tube fitting body that is used to assemble the complete tube fitting "C6-6FN-1".

The letter "E" stands for "equivalent". A related item identified as such is the same item as was searched for, but the part number may have been entered differently. In this example, the posting member removes spaces from all part numbers in his computer system. So its part number "Entegris C66FN1" is its representation of the correct manufacturer's part number "C6-6FN-1".

The letter "S" stands for "substitute". A related item identified as such may not be an exact match to the item searched for, but may be a functional equivalent. In this example, "C6-6FN-3" is a slightly different version of part number "C6-6FN-1", and both are made by the same manufacturer. When considering a substitute item, verify that it is acceptable to your customer before buying it. Or, modify it to meet your customer's requirement.

Related items found in a wide open or "Exact Text" search are identified with a question mark ("??") in the **Rel** column.

We recommend that you verify with the selling member the usability of a "related item" prior to purchasing the item.

An explanation of **RELATED ITEMS** is always displayed at the bottom of the search result screen (②). Refer to the **RELATED ITEMS tutorial document** for more information about this feature, and how to post inventory data records so that your items appear in other members' search results.

# Mobile-Friendly SEARCH Screens

[Back to Contents](#)

“Smart phone” - compatible screens of all SEARCH functions are available to users tied to member accounts at level 3 or higher.

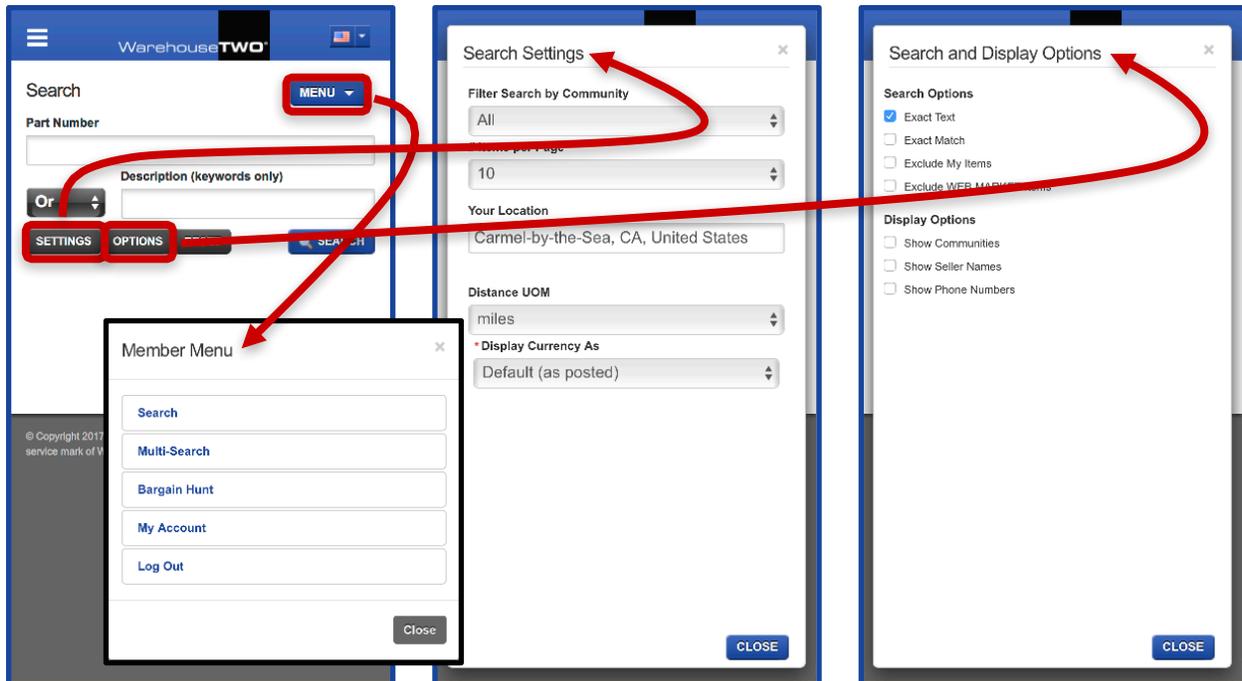


Figure 17. Mobile-friendly SEARCH screen and pop-up windows for “MENU”, “SETTINGS” and “OPTIONS”.

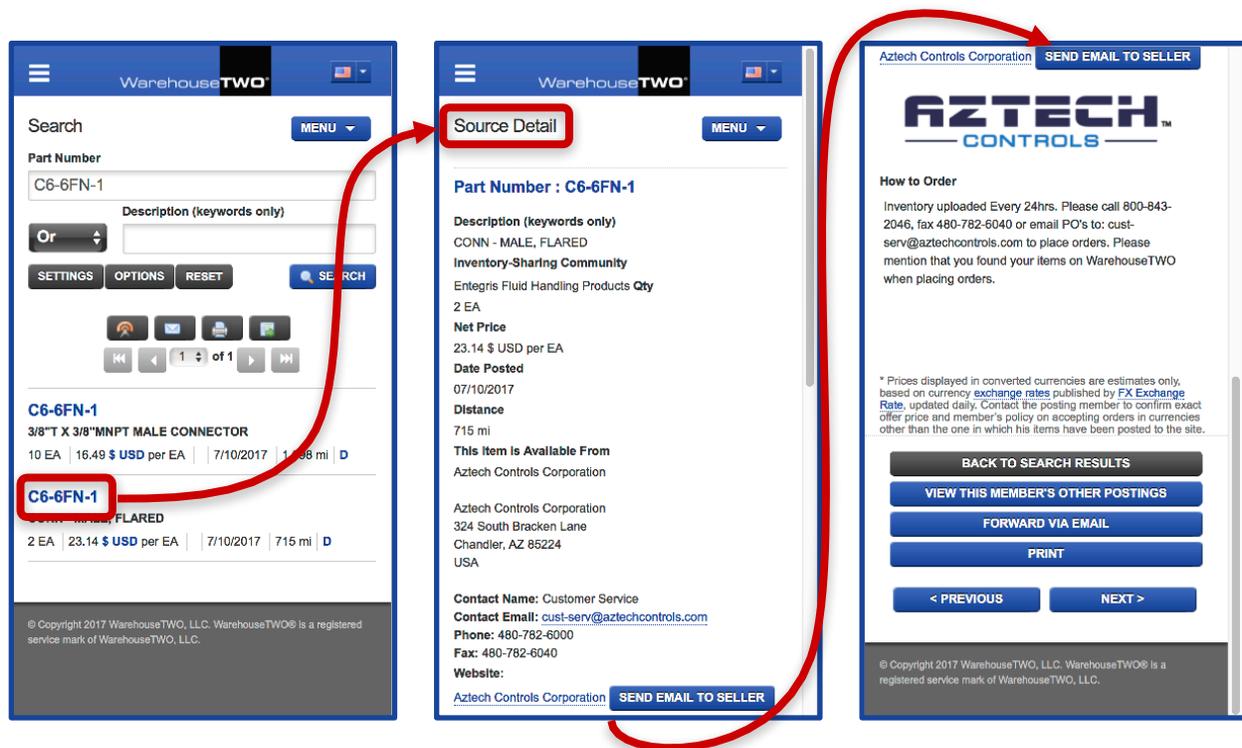


Figure 18. Mobile-friendly search results screen and Source Detail screen (displayed in two segments).

Miniature versions of the **Broadcast Request**, **Forward via Email**, **Print** and **Output to File** buttons appear on the search results screen, shown in the left screenshot above (Figure 18).

## Tips and Tricks

[Back to Contents](#)

To get the best results with the SEARCH feature:

1. Search by a part number OR a description, not both. You will limit your search results if you search for text in both fields and select the “AND” search field connector.
2. Begin a search by performing an unfiltered search. Do not check any “Search Options” boxes, and do not filter by inventory-sharing community. If your search result includes too many items, then filter your search.
3. Begin by entering just a few characters in the **Part Number** field. If your search result includes too many items, then refine your search by adding more characters to your search string. If you always search by a manufacturer’s exact part number, you might exclude items that are available but that have been posted with incorrect part numbers.
4. For sellers, there is no convention as to what should be included in the **Description** field, when uploading inventory data records. Unless you participate with other members who have formally defined a set of acceptable keywords for this field, it is unlikely that you will find anything by searching only for keywords entered into this field.
5. Filtering your search by a specific inventory-sharing community may exclude items that are available, but were posted to the wrong community. Filter by community only if your previous search result includes too many items.
6. Always confirm that the item that you intend to buy is still available from the WarehouseTWO member who posted the item. Also confirm offer price and any other transaction fees.
7. Always pay the member from whom you bought the item within that member’s payment terms. Be a preferred partner with other WarehouseTWO members.

## Got a Question?

[Back to Contents](#)

Got a question about this feature? Let us help:

- a) [Email us](#).
- b) Call us at 650.329.1592.
- c) Post your question to our [LinkedIn](#) group, [WarehouseTWO Users Forum](#).