



Contact Information
99 Raynor Ave, Ronkonkoma NY 11779
631-737-2900
www.Guden.com

Favorites List User Guide

Favorites lists are a quick way to mark items that you plan to order frequently or want to be able to easily find.

From a search result (and many other areas of the site), you can click the “Add To Favorites” button (1) and add an item to your Favorites List.

Search Results

The screenshot shows a search results page. At the top, there is a search bar with the text "Searching for [redacted]" and "Viewing Page 1 of 2 (20 results)". Below the search bar, there are navigation icons (hamburger menu and grid) and sorting options: "Sort By: Best Match" and "View: 12". The main content area features a product card. On the left side of the card, there is a "Compare" checkbox and a "More Info" link. The product details include "Item #:" and "Brand:" followed by redacted text. On the right side of the card, the price is displayed as "\$18.42 /EA" with a crossed-out MSRP of "\$18.42". Below the price, there is a "QTY:" input field, an "Add to Cart" button, and an "Add to Quote" link. At the bottom right of the card, there is a dropdown menu with three options: "Add To Favorites" (highlighted with a red circle and the number 1), "Add To Order Template", and "Add To Wish List".

When you click this button, you’ll be presented with the Favorites Categories screen. This screen lists all the favorite categories you’ve created. (1) *Note that all favorites are placed in a category.

If you don’t have any categories yet, or you don’t see the category that is appropriate for this item, you can easily type a new category name in the “Category Name” box (2). Typing a new category name in this box will automatically create the favorite category and place the item in the category.

An item can be added to multiple categories allowing you to organize one item in multiple places. Simply check the box next to the category list for every category that should contain this item.

Finally, when you are finished click the “Save” button (3).

The “Manage Categories” link (4) will allow you to add/edit/delete categories you’ve created.

Favorites List User Guide

Part #: ✕

4
Favorites Categories [Manage Categories](#)

<input checked="" type="checkbox"/>	<input type="text"/>	1
<input checked="" type="checkbox"/>	<input type="text"/>	
<input type="checkbox"/>	<input type="text"/>	
<input type="checkbox"/>	<input type="text"/>	
<input type="checkbox"/>	<input type="text"/>	
<input checked="" type="checkbox"/>	<input type="text"/>	
<input type="checkbox"/>	<input type="text"/>	
<input checked="" type="checkbox"/>	<input type="text"/>	
<input type="checkbox"/>	<input type="text"/>	

Don't see the category you need? Enter a new one below.

Category Name 2

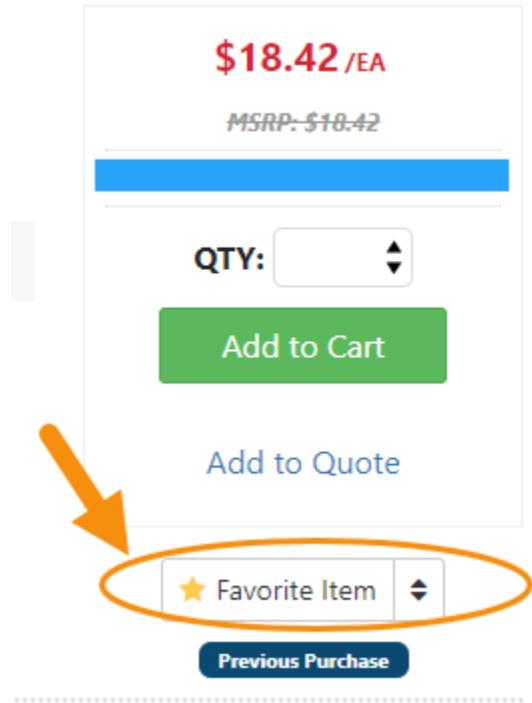
[? What is a category?](#) 3

After you've added an item to your favorites, it will display as a Favorite Item in search results, etc.



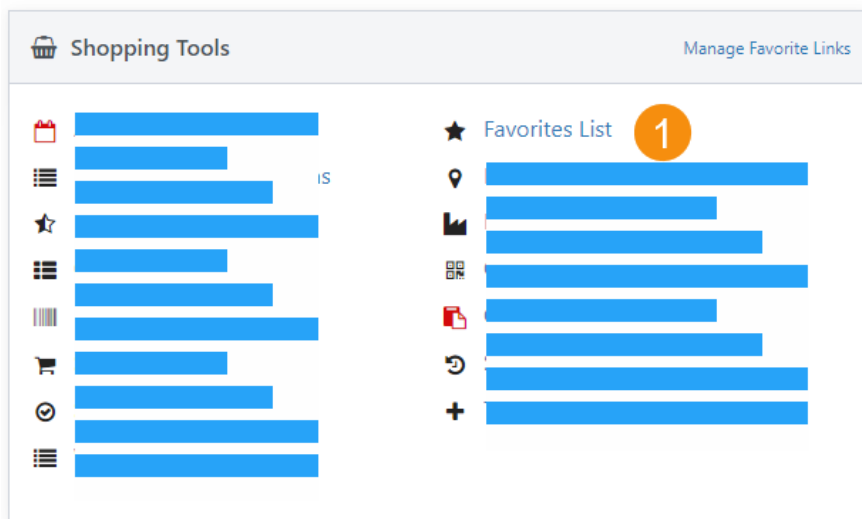
Contact Information
99 Raynor Ave, Ronkonkoma NY 11779
631-737-2900
www.Guden.com

Favorites List User Guide



You can easily access your Favorites List by visiting your My Account Portal page (click on your name in the header of the site).

Under the “Shopping Tools” area, there will be a link to “Favorites List”





Favorites List User Guide

Your Favorites List looks very similar to a search result page; however, it has a few additional options you will notice.

- 1) You can select any of the categories you have created (or view them all at once). When you select a category, your Favorites list will filter out all items not in this category.
- 2) You can choose how to sort your favorites list.
- 3) You can search inside of your favorites list
- 4) You can manage categories to add, edit, or rename categories
- 5) Your product list will include the category names above each grouping of items when viewing all categories so that you can easily tell what category an item is in.

The screenshot displays the 'Favorites' page interface. On the left is a sidebar with a category tree. The main content area features a control panel with the following elements:

- Jump to Category:** A dropdown menu (1) and a link to '(add/edit categories and items)' (4).
- Sort By:** A dropdown menu (2).
- Search Favorites:** A search input field (3) with a 'Search' button and a '(clear)' link.
- View:** A 'View: 12' dropdown menu.

Below the control panel, the list of items is shown. Each item card includes:

- A category header (5) above the item.
- A product image.
- Item details: 'Item #:' and 'Brand:'.
- A price tag showing '\$18.42 /EA' and 'MSRP-\$18.42'.
- A quantity selector (QTY:).
- 'Add to Cart' and 'Add to Quote' buttons.
- An 'Add To Favorites' button at the bottom.
- A 'More Info' link.