

**Step 1:** Log into RepairLink Shop at <http://www.repairlinkshop.com/>.

User Name: \_\_\_\_\_

Password: \_\_\_\_\_

**Step 2:** After adding the dealers you want to do business with, click in the **VIN/select recent** field, type in your VIN, and click **Start parts search**.

**Step 3:** Verify the dealer displayed for the parts search. Click the **Select a different dealer** dropdown to search another dealer's parts catalog.

**Step 4:** Type in your part terms in the **Keyword** field and click **Search**, or ...

**Step 5:** Click on the desired **Part Category(s)** to browse and find your part(s).

**Step 6:** Once you locate the part(s) you desire on the parts list, review the usage information to verify it is the correct part.

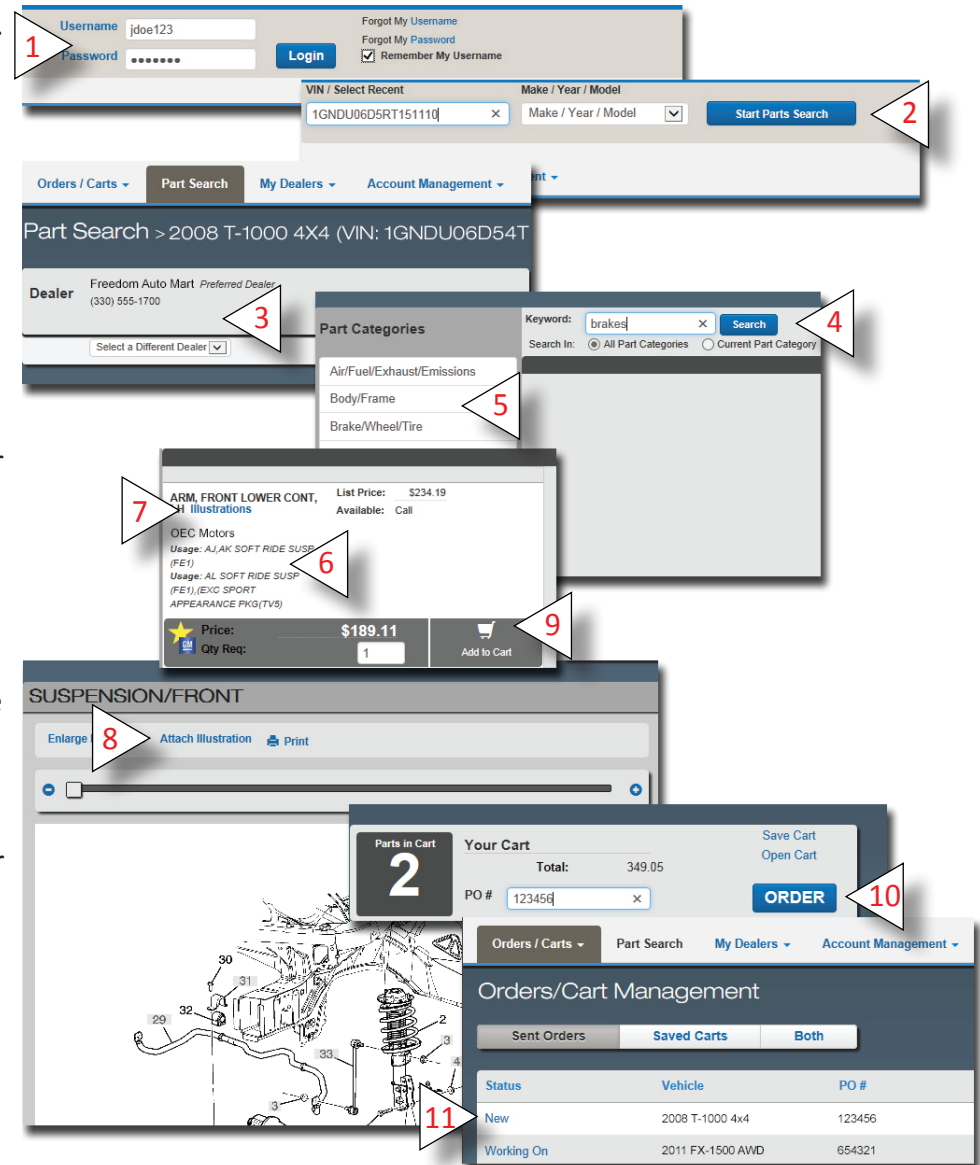
**Step 7:** Click the **Illustration** link to view the part in a 3D illustration and verify the fit.

**Step 8:** Click the **Attach Illustration** link to add the illustration for the dealer to reference when you submit your order.

**Step 9:** Click **Add to cart** to add each part you want to order to the shopping cart.

**Step 10:** Type a **PO** number (optional) and click **Order** to submit your order to the selected dealer.

**Step 11:** A record of your order will display on the Order/carts management window with a **Status** of **New**. You can return to it at any time to track progress, view estimated delivery times, and responses from your dealer.



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

- 1:** Login form with Username (jdoe123) and Password fields, and a Login button.
- 2:** VIN / Select Recent field with a dropdown menu and a Start Parts Search button.
- 3:** Dealer selection dropdown menu showing Freedom Auto Mart.
- 4:** Keyword search field with the text 'brakes' and a Search button.
- 5:** Part Categories dropdown menu showing Air/Fuel/Exhaust/Emissions, Body/Frame, and Brake/Wheel/Tire.
- 6:** Part list entry for ARM, FRONT LOWER CONT, with a Price of \$234.19 and an Available status.
- 7:** Illustration link for the part.
- 8:** Attach Illustration link for the part.
- 9:** Add to Cart button for the part.
- 10:** Your Cart summary showing a Total of 349.05 and an ORDER button.
- 11:** Orders/Car Management table showing the status of the order.

Status	Vehicle	PO #
New	2008 T-1000 4x4	123456
Working On	2011 FX-1500 AWD	654321