Highlight Contract Products to Customer

Contract products can be highlighted so that customers are able to easily identify those products for which they receive special pricing or contract terms.

Step-by-step guide

To highlight Contract Items:

1. *As Administrator, go to **Settings Settings** (/zSettings.aspx).*
2. *Click the **Integration** tab.*
3. *Click the **Items** tab.*
4. *Set the Contract Item source (for 'Display Contract Items First' and 'Contract Items Only' functions) to either:*
   - *Debtor Contract*
   - *Custom Pricing*
5. *To save, click the **Update** button.*
6. *Go to **Accounts Role Management** (/zRoles.aspx).*
7. *Select the required role via radio button.*
8. *Click the **Functions** tab.*
9. *Click **Modify**.*
10. *Set **Contract Item Display** to either:*
    - ***None** - no highlighting of contract items.*
    - ***Image** - displays an image linked to the PRONTO special price rule.*
11. *Set **Filter Contract Items**. When ticked, a link is placed above the Product Grid enabling users to filter out Non-Contract Items so that only Contract Items are displayed.*
12. *Set **Filter Non Contract Items**. When ticked, a link is placed above the Product Grid enabling users to filter out Contract Items so that only Non-Contract Items are displayed.*
    *(**NOTE -** These two flags require a token on the page template in order to render properly. Contact Commerce Vision for assistance.)*

    ### Copy Paper A4

    Currently displaying all items.

    To display contract items only, Click Here
    To display non contract items only, Click Here

    Sort By: Default View ▼   View [≡ List] [⚏ Grid]   Add Selected Items to Cart

13. *If Contract Items are to be listed first in the search results grid and the product category page, set **Display Contract Items First**.*
14. *To limit products displayed to Contract Items only, set **Contract Items Only**. (**NOTE - T**his flag can also be set at User level, overriding the system setting.)*

    Contract Item Display : [Image ▼]
    Filter Contract Items : ☐
    Filter Non Contract Items : ☐
    Display Contract Items First : ☐
    Contract Items Only : ☐

15. *To save, click **OK**.*

If **'Image'** is selected as the Contract Item Display method, an image file will need to be uploaded. This will be a small icon used to highlight contract items.

First, upload the image file to **'General Images'**.

1. *Go to **Preferences Upload General Images** (/zImages.aspx).*
2. *Click **New**.*
3. *To browse the image file, click **Choose File**.*
4. *In **ImageDescr**, enter an image description.*
5. *Click the **Upload** button.*

Once the image has been uploaded, it can be linked to a PRONTO Custom Pricing code.

1. Go to **Settings Settings** (/zSettings.aspx).
2. Click the **Integration** tab.
3. Click the **Items** tab.
4. Scroll to the **Contract Price Codes** tab.
5. Click **New**.
6. Enter the values as required:
   - **Code** - enter the Pronto Custom Pricing Rule code with which to associate the image.
   - **ContractType** - leave blank (field no longer in use).
   - **Alt Tag** - enter an image description.
   - **Image** - enter the image file name or click the '..' button to search.
7. To save, click **OK**.

Contract Price Codes			
Code	ContractType	Image	Preview

Modify : New : Delete : Cancel : OK
0 records. (1 page)   1

Code : [   ]
ContractType : [   ]
Alt Tag : [   ]
Image : [   ] [..]

Related Resources

- Non-Contract Item Approvals
- Contract Item Filter Widget
- Contract Product Filtering
- Contract-based Selling & Buying
- Contract Product Ribbons