EQ SHOWROOM APP

SETUP & INSTRUCTIONS

Overview

EQ Showroom brings your EQ product database to your mobile device. You can search across all catalogues, browse an individual catalogue, view product details, specification including pictures and multimedia. Then add to a wish list to send to your EQ Professional or EQ Foundation system.

Contents

<u>Requirements</u>

You need EQ Professional or EQ Foundation installed on your desktop in order to link EQ Showroom to your pricing and to use wish lists.

There is no other software required to use EQ Showroom as a standalone product browser (which would operate without showing product prices).

On your tablet device download the *EQ Showroom App* on the App Store or Google Play Store.

Minimum specification for <u>Apple</u> devices:
iPads running iOS 9.0 or above.
Recommended: Apple iPad Air (1st gen.) or newer.

Minimum specification for <u>Android</u> devices:
Tablet running Android version 7.0 Nougat or above.

Configuring Catalogues in EQ

Before you begin please ensure that you have the **EQ Cloud module** activated within EQ. If you cannot see the option in Customise please contact EQ support to activate this for you.

Within EQ click **Tools > Customise** > scroll down to **EQ Cloud**

Create Cloud Database

Click the button **Create Cloud Database**.
You will be informed that a cloud database has been created. If you have used other cloud based products from EQ you will be told you already have a database.

Showroom APP - Configure

There are 2 buttons under the heading **EQ Showroom** to configure the app with your EQ settings.

Click **Synchronize Catalogue Settings.** This option sends all your user-created data overrides to the cloud. For example any product spec or images that you have changed from the EQ provided catalogues will be uploaded.

Click **Configure Showroom Catalogues.**
For each catalogue brand tick either or both of the columns:
Show - tick to show this brand when searching for products on the app
Price – tick to show prices for these products on the app

Click the **Export Details** button and then **Update** to save and close your settings.

Showroom App Logging In

You can download the "EQ Showroom" App from the app stores on Apple and Google Android devices.

When you launch the app, tap **Login** at the top right.

Your **User ID** is your dataset number. This can be found at the bottom left of the main screen of your EQ system, after the software version, and begins with DS. E.g.
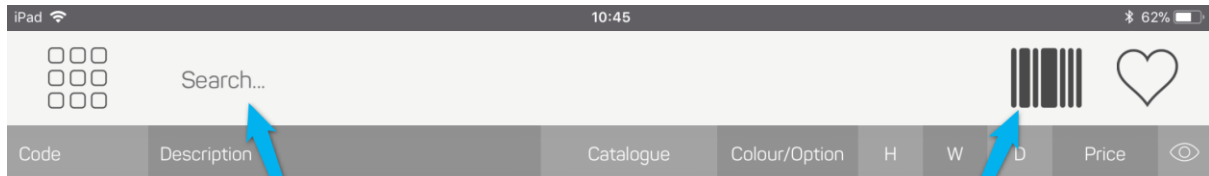
Version [16.5.104]/DS7087

In this example you would enter just **7087** into the **User ID** box.

Your **Password** is your EQ support key which has previously been provided for you to download catalogues. If you do not have a record of this please email and request your support key.

Showroom App Main Screen & Searching Products

The main screen opens ready to search for products.

Tap to begin searching.

Type in a product code, words from the description, a product type, colour etc.

Search is performed across all of your selected catalogues.

Tap to scan from a barcode.

EQ data includes the product EAN barcodes so you can quickly locate a product by scanning it with your device's camera.

Please use the search box above.

Showroom App Search Results

Search results are displayed in the list below and the bottom half of the screen displays product information.

Tap the tabs down the left to see these product details:

Product specification - Scroll up and down to view all.

Properties – E.g. dimensions or other appliance.

Accessories – Shows products that have been linked. E.g. linked runners for the oven.

Media – Shows video links attached to the product.

Pricing – Shows all product pricing. E.g. a furniture or door product will show all ranges and corresponding prices. If you don't see a price option see filters on page 9.
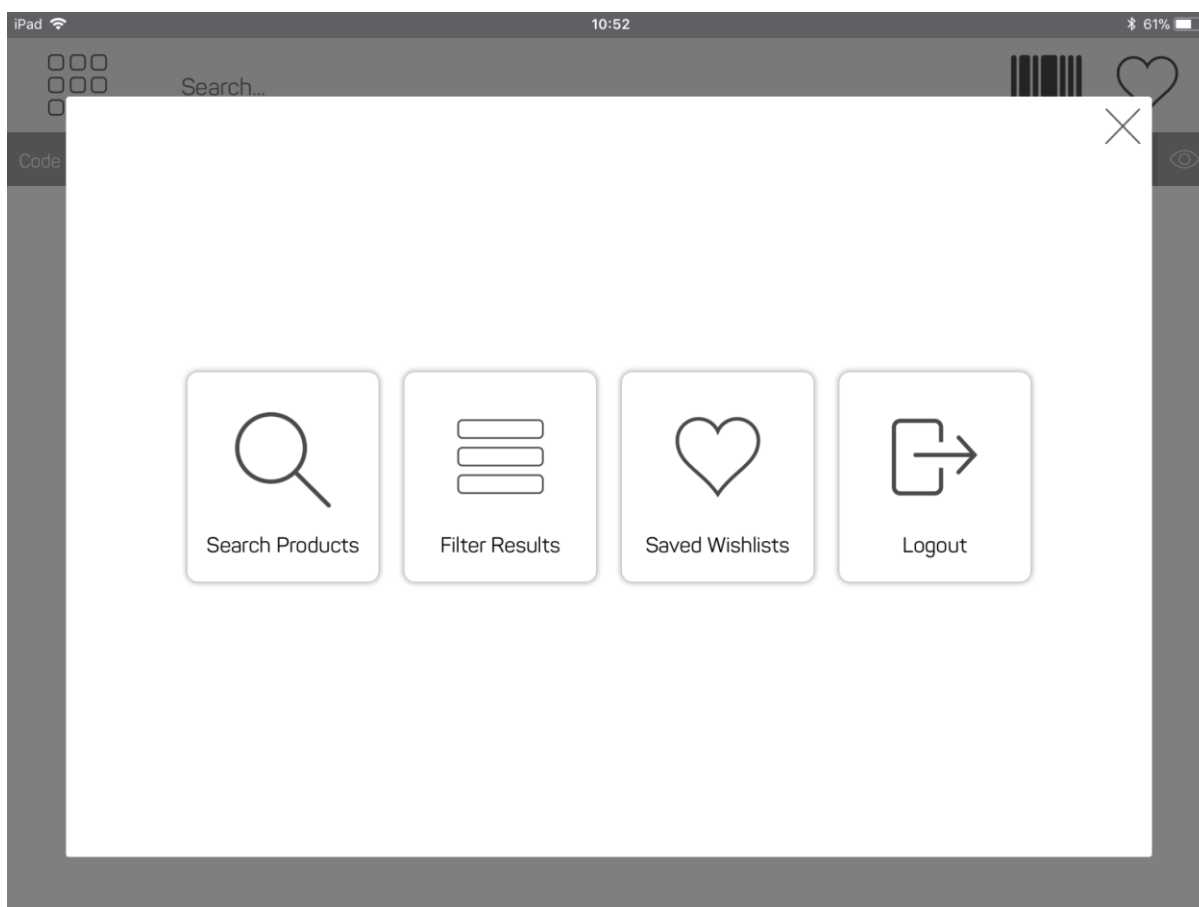
Up to 4 images are shown on the right-hand side of the screen. Tap each image.

Or you can tap the **eye icon** next to the product to show product details in full screen which you can scroll down

Showroom App Menu Button

Tap this button at the top left to open the menu:

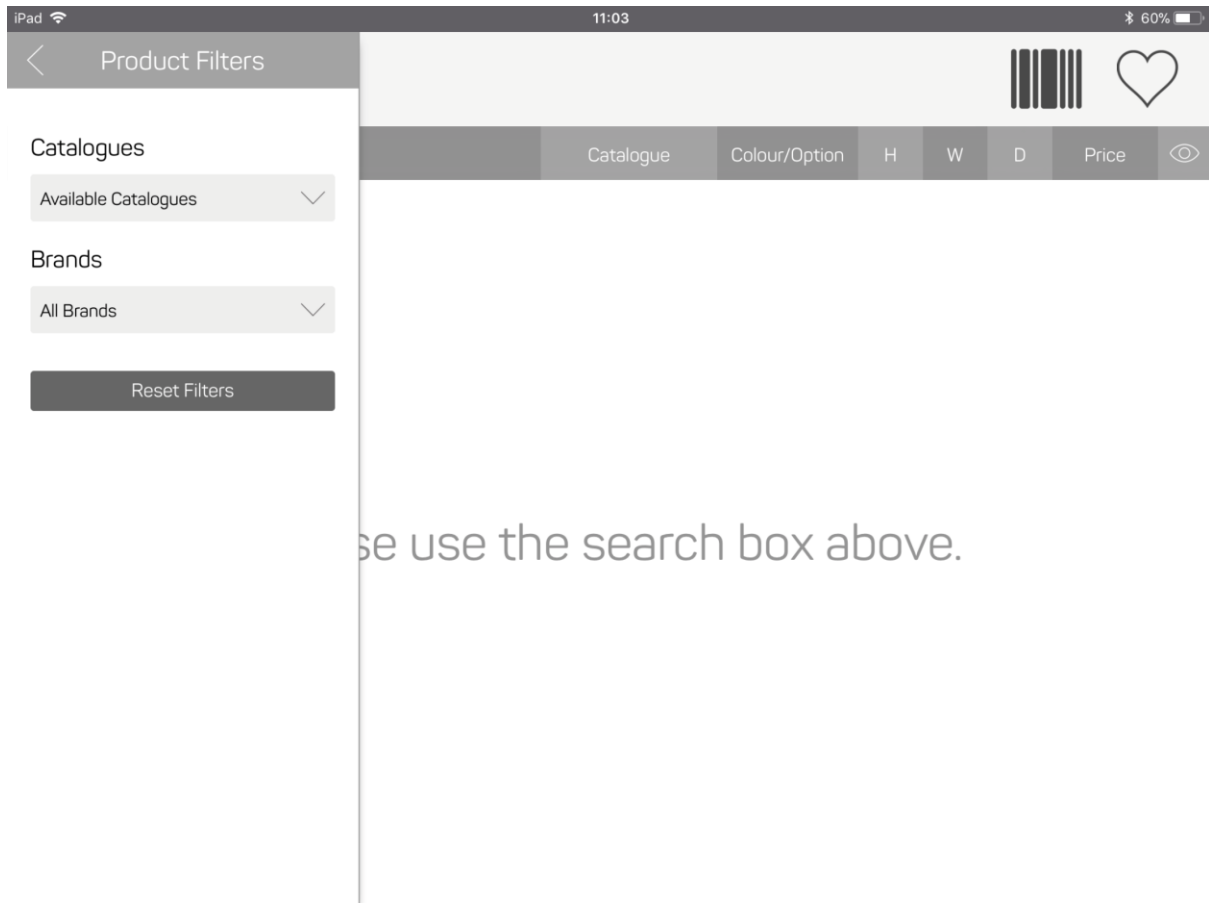**Search Products** takes you to the main search, as per page 6.

Filter Results lets you select which catalogues you are searching on the app, see page 8.

Saved Wishlists takes you to all existing saved wish lists. For creating wish lists see page 10.

Showroom App Filter Results

 Tap the menu button at the top right and tap **Filter Results.**

Catalogue Type

> **Available Catalogues** is all catalogues that are available in the EQ Cloud.
> Note that pricing cannot be displayed when using this filter because you have not had opportunity to setup pricing in your EQ system.
>
> **Loaded Catalogues** is all catalogues that you selected in EQ's settings when selecting which brands you want to show on the app.
>
> **Selected Catalogues** is all the catalogues that are installed in your EQ desktop.

Brands

Select All Brands or pick from the alphabetical list of catalogues.
Note the brands list is *not* filtered by the catalogue type selection.
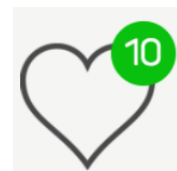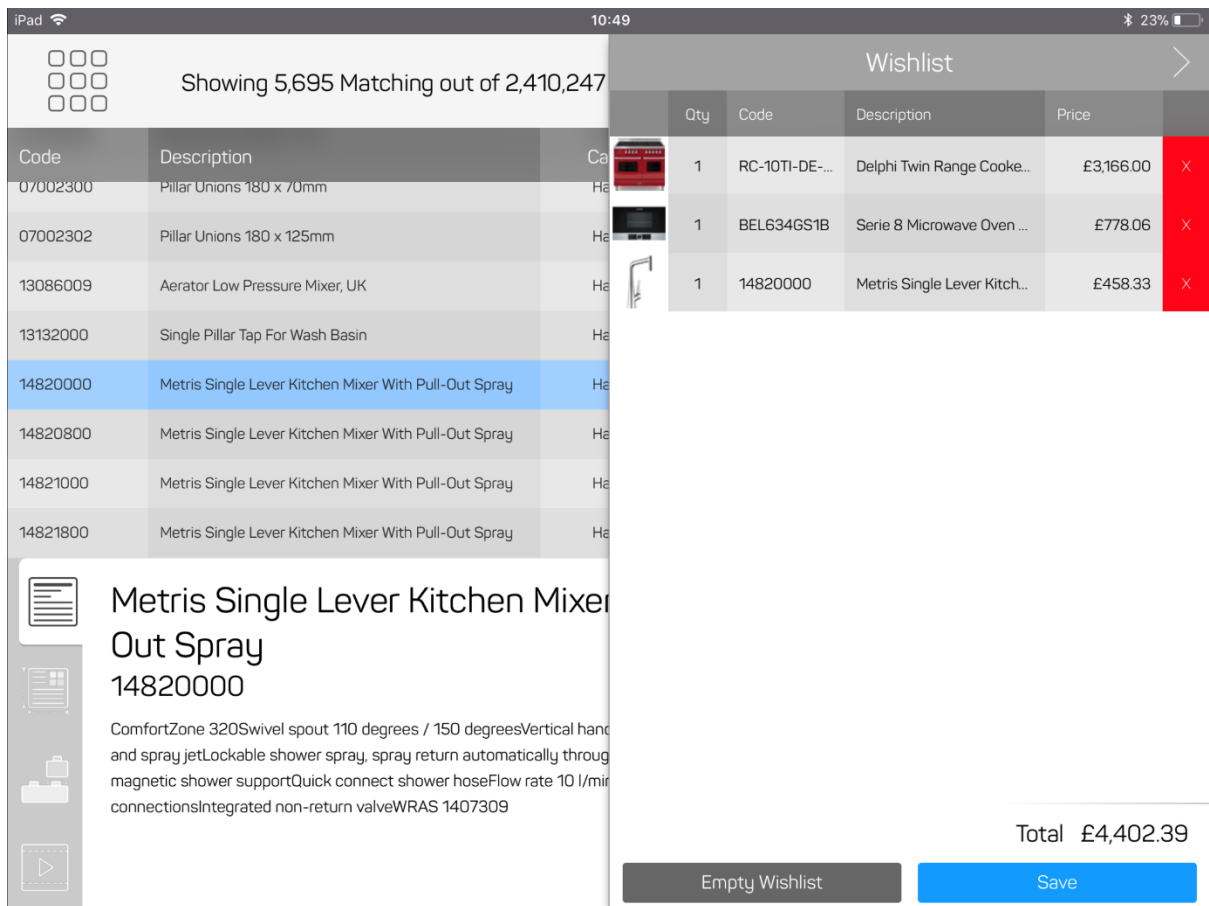
Showroom App Wish Lists

When you are viewing a product **tap the heart with + icon** at the bottom right to add a product into the wish list.

As you add products the wish list heart icon at the top, will count up the number of products in your wish list.

Tap the heart icon at the top right to see all the products in your wish list.

When viewing the wish list you can tap each product to view it in full screen.
Within here you have remove and add buttons to alter the quantity of products on your wish list.

Tap the **red X** on the product row to remove that product from the wish list.

Tap **Save** and you will be presented with the customer details screen:

Enter in customer details. Only the top reference is compulsory (for easy identification)
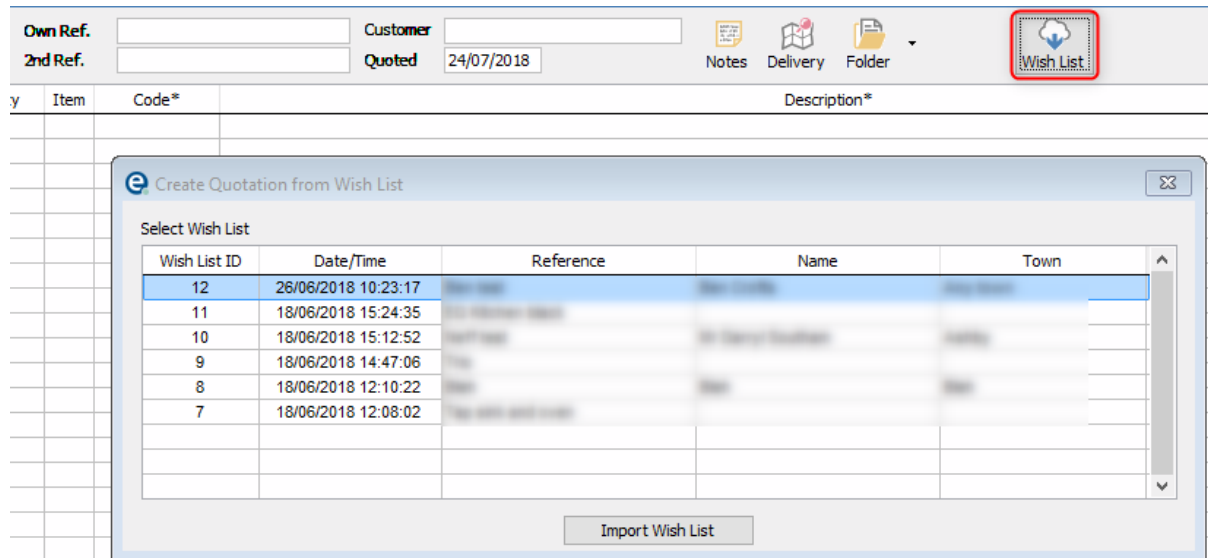
If you complete the name and address a new customer record will be created when you import this wish list into an EQ quotation.

Once you tap Save your wish list and customer details are saved into your cloud database ready for EQ on your desktop.

Importing a Wish List into EQ (desktop)

Within EQ Professional or EQ Foundation begin a new quotation (either full furniture order or a quick quote if not importing furniture).

On the top toolbar of the quotation screen click the Wish List button highlighted below:
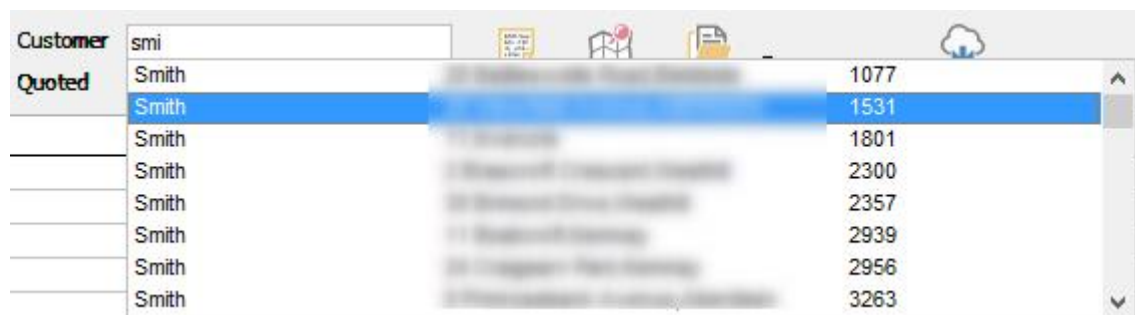

The screen will open showing you all wish lists.

Click one to highlight it and then click **Import Wish List.**

All of the products will now be added to your EQ quotation, and you will be prompted for any product options (as usual).

If you completed the customer details then a new customer record will also be created, and this new quotation will be attached to that customer. Otherwise you will need to attach a customer by typing the first few letters of an existing customer, press **Enter** and select the name from the list with a double-click. E.g. "smi" gives all the Smiths:

(Note that the customer must exist in EQ first to be selected on a quotation).