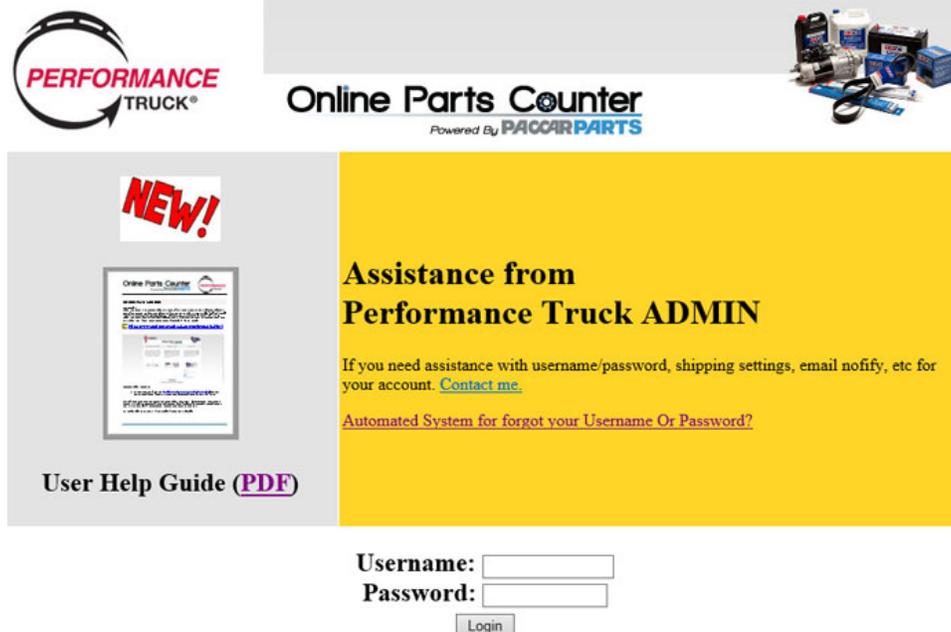# Online Parts Counter

**Introduction**
Online Parts Counter is a web based online store, open 24 hours a day, 7 days a week. It allows you to look up parts, check inventory, confirm pricing, place a purchase and request delivery or pick up; all in "real-time" and all from the convenience of your desktop, laptop, or tablet computer. In addition to the ease of 24/7 ordering, Online Parts Counter features "quick-click" pull down menus, highlighted part number supersessions, batch parts order upload, order history, and an easy parts search capability for the TRP Catalog.

➔ http://www.performancetruck.com/onlineparts.html



To access Online Parts Counter.

1. By going to its regular address: http://www.performancetruck.com/onlineparts.html (You may want to save this as a favorite or create a quick link to easily access the site in the future)

You will require a username and password to access Online Parts Counter. Please contact a Parts Manager or Outside Parts Sales representative for more information or if you have lost the credentials previously issued to you. In order to qualify for an account your company must meet a certain criteria.

**Currently Online Parts Counter is not available to the general public.**

# Online Parts Counter
### Powered By PACCAR PARTS

Online Parts Counter System Requirements:

- Apple Mac /IBM PC or Compatible / Portable Tablet
- Any OS
- Any Browser
- Internet Connection
- Credentials (Username / Password) supplied by Dealer

# Getting Started

In order to access the Online Parts Counter, you will require a Username and Password supplied by the dealer.



**DEALER CONTACT**

The following stores are setup for online parts counter.

Austin Store (Buda):
(512) 312-5700

Baytown
(713) 353-7747

Beaumont
(409) 842-5830

Houston
(713) 844-7111

Ask for the Parts Manager or outside parts counter person to assist in account login details.

### FIRST LOGIN:

The first time you log in you might be presented with the screen below. Make sure to fill out your profile. If you're not in the position to accept the terms, click Decline and enter the e-mail address of the person(s) who can in the Email Address field. Click Send Email. The Agreement is sent in an e-mail to the person(s) for acceptance.



To improve the usefulness and value of our website, we have updated our registration process and added a new user profile. This will allow you to easily retrieve forgotten usernames and passwords instantly by e-mail in the future..
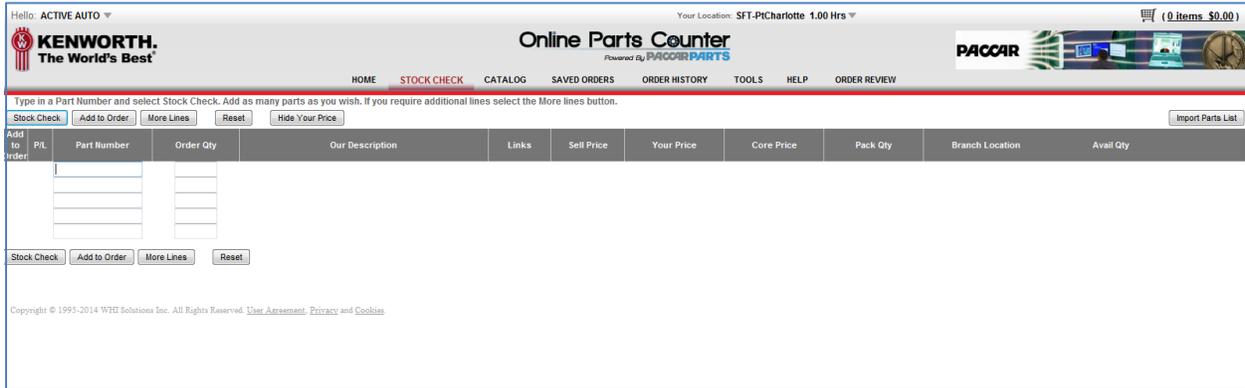
Please complete the following user profile and review the User Agreement and the Disclaimer. A verified e-mail address is required to retrieve forgotten login information, continue using certain functionality and enable future options. Be sure to follow the instructions that will be in the verification e-mail you receive after registering. This message will appear for the next 100 logins and must be completed by the 100th login.

| Continue - I will complete this later | Fill Out Profile | Review User Agreement |

You have not accepted the User Agreement and the Disclaimer yet.
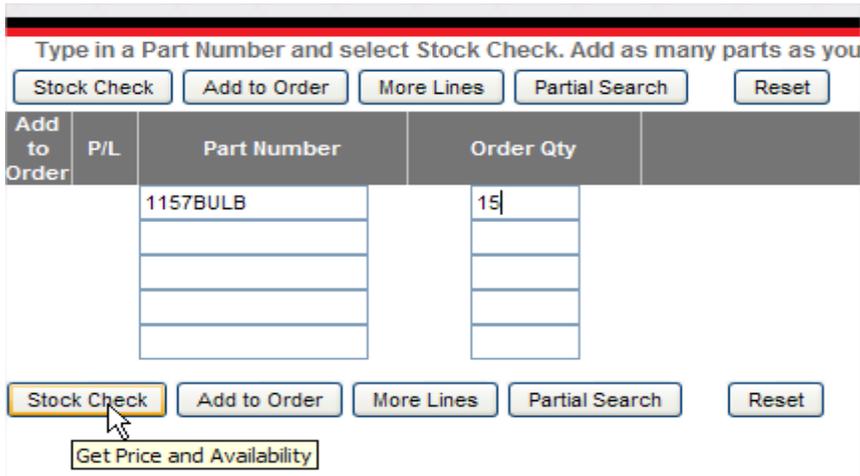To continue using our website, you must accept the terms of the agreement and the disclaimer.

## Stock Check Screen

The Stock Check screen is the default screen and enables you to check the stock of a part when the part number is known.
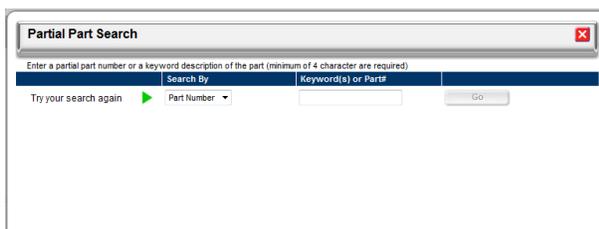


## Stock Checking a Part

To perform a stock check, enter the part number in the Part Number field. Then enter the quantity of the part needed in the Order Qty field. Enter additional part numbers, as applicable. Click on Stock Check or press enter.



## Partial Search (search by description or partial part number)

Use this search function when you need help finding a part number by entering a partial part number or description of the part.

# Online Parts Counter
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## Viewing Results

When a stock check for each part number is performed, the price of the part and the quantity on hand is returned.

| Add to Order | P/L | Part Number | Order Qty | Our Description | Links | Sell Price | Your Price | Core Price | Pack Qty | Branch Location | Avail Qty |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ☑ | 479 | 1157BULB | 15 | BULB-MINI | — | 0.52 | **0.40** | 0.00 | | | 18 |

Buttons above table: Stock Check, Add to Order, More Lines, Partial Search, Reset, Hide Your Price, Import Parts List
Buttons below table: Stock Check, Add to Order, More Lines, Partial Search, Reset

## Multiple Manufacturers

If multiple manufacturers exist for a given part, select a line code from the Our Description field drop-down list and then click Stock Check again to re-check the part.

HOME    STOCK CHECK    CATALOG    SAVED ORDERS    ORDER HISTORY    TOOLS    H

Type in a Part Number and select Stock Check. Add as many parts as you wish. If you require additional lines sele placed before 8AM will ship the same day (If part is in stock).

Buttons: Stock Check, Add to Order, More Lines, Partial Search, Reset, Hide Your Price

| Add to Order | P/L | Part Number | Order Qty | Our Description | Links | Sell Price | Your Price | Core Price |
|---|---|---|---|---|---|---|---|---|
| ☐ | | SET427TRB | 1 | -Select Part From List- | — | | | 0.00 |

Drop-down list:
-Select Part From List-
231 SET427TRB - SET-BEARING NP899357/NP02
D231 SET427TRB - SET-BEARING NP899357/NP02

Buttons: Stock Check, Add to Order, More Lines, Partial Search, Reset

Buttons: Stock Check, Add to Order, More Lines, Partial Search, Reset, Hide Your Price

| Add to Order | P/L | Part Number | Order Qty | Our Description | Links | Sell Price | Your Price | Core Price | Pack Qty |
|---|---|---|---|---|---|---|---|---|---|
| ☑ | 231 | SET427TRB | 1 | SET-BEARING NP899357/NP02 | — | 83.29 | **59.84** | 0.00 | |

Buttons: Stock Check, Add to Order, More Lines, Partial Search, Reset

## Adding Parts to an Order

# Import Parts List

The Import Parts List button is a useful feature for looking up a large batch of parts all at once. This function displays a screen that allows you to paste or import a parts list from another program or external list. To get started, click on the Import Parts List button.



Enter or paste a list of parts in the text box without a quantity amount. (The quantity amount will default to 1 and can be revised at the next step), then click on Stock Check Parts List Button.



Once the lookup is completed, the system will return all the requested parts with their respective pricing. From this screen you may update your quantities and add to the order.

To add parts to an order, click on the Add to Order button. Note that even though some parts might not currently be in stock, you may still be able to order them.

| Add to Order | P/L | Part Number | Order Qty | Our Description | Links | Sell Price | Your Pric |
|---|---|---|---|---|---|---|---|
| ☑ | 905 | 4089927RX | 1 | TURBO, HX40W (ISC) | — | 2828.94 | 2063 |
| ☑ | 905 | 4076442RX | 1 | PUMP,FUEL | — | 4939.58 | 3722 |
| ☑ | 905 | 5287191NX | 1 | MODULE,INLET CATALYST | — | 4482.26 | 3377 |
| ☑ | 393R | 2872127PXCUM | 1 | INJECTOR-XPI PROD GRYPHON | — | 771.48 | 576 |
| ☑ | 905 | 3411763PX | 1 | INJ,CELECT 94 NE | — | 914.83 | 667 |
| ☑ | 393R | 4955398RXCUM | 1 | TURBO-HE 07 VG MR | — | 3306.35 | 2468 |
| ☑ | 393R | 2872127PXCUM | 1 | INJECTOR-XPI PROD GRYPHON | — | 771.48 | 576 |
| ☑ | 393R | 4955398RXCUM | 1 | TURBO-HE 07 VG MR | — | 3306.35 | 2468 |

Stock Check | Add to Order | More Lines | Partial Search | Reset

Once the parts have been successfully added, the shopping cart at the top of the screen will display the total number of parts and the total dollar amount for the order. You can hover over the shopping cart to see a preview of the order, or click on it to go to the Review Order screen.

1.00 Hrs ▼    Order Type: **Will Call** ▼            🛒 ( **5 items  $899.94** )

### Order Preview                                    ✕

| Part Number | Order Qty | Description | Your Price | Core Price | Extended Price |
|---|---|---|---|---|---|
| 4089927RX | 1 | TURBO, HX40W ISC | $1603.98 | $0.00 | $0.00 |
| 4076442RX | 1 | PUMP,FUEL | $4011.95 | $1296.00 | $0.00 |
| 5287191NX | 1 | MODULE,INLET CATALYST | $3255.84 | $0.00 | $0.00 |
| 2872127PXCUM | 1 | INJECTOR-XPI PROD GRYP .... | $629.94 | $270.00 | $899.94 |
| 3411763PX | 1 | INJ,CELECT 94 NE3 | $518.70 | $432.00 | $0.00 |
| **Total** | | | | | |
| | 5 | | $10020.41 | $1998.00 | $899.94 |

## Reviewing an Order

The Order Review screen is used view all items to be ordered and to make any adjustments prior to placing the order. To review your order click on the link next to the shopping cart or on the Order Review menu, this will take you to the Order Review screen.

# Online Parts Counter
### Powered By PACCAR PARTS

## Placing an Order

The Order Review Screen is used for placing parts orders. Depending on how your account is setup with the dealer, you might be required to enter a Purchase Order number prior to submitting the order. Remember to pick a different Delivery Method (if needed). If special instructions are to be communicated, use the Order Comments field to place a message to go along with the order. Once you're happy with all the aspects of the order, click on the Place Order button located at the bottom of the screen.

| | HOME | STOCK CHECK | CATALOG | SAVED ORDERS | ORDER HISTORY | TOOLS | HELP | ORDER REVIEW |
|---|---|---|---|---|---|---|---|---|

**CHECKOUT**  Purchase Order: [____]  [Place Order]

**ORDER DETAILS**  [Hide Your Price]  Go To: Order Comments Save Order

Assign Order Type/Delivery Method [▼]

Branch:  Order Type: ❓  Delivery Method: ❓
Morgan Hill [Default ▼]  [Default ▼]

| Delete ☐ | Order Qty | P/L | Part Number | Our Description / Catalog Description | Sell Price | Your Price | Core Price | Pack Qty | Avail Qty | Extended Price |
|---|---|---|---|---|---|---|---|---|---|---|
| **Non Vehicle Specific** | | | | | | | | | | |
| Branch: Morgan Hill | | | Order Type: [Default ▼] ❓ | Delivery Method: [Default ▼] ❓ | | | | | | |
| ☐ | 1 | 725 | 4089927RX | TURBO, HX40W ISC | $1603.98 | $1603.98 | $0.00 | 0 | 0 | $0.00 |
| | Comment: [____] | | | | | | | | | |
| ☐ | 1 | 725 | 4076442RX | PUMP,FUEL | $4011.95 | $4011.95 | $1296.00 | 0 | 0 | $0.00 |
| | Comment: [____] | | | | | | | | | |
| ☐ | 1 | 725 | 5287191NX | MODULE,INLET CATALYST | $3255.84 | $3255.84 | $0.00 | 0 | 0 | $0.00 |
| | Comment: [____] | | | | | | | | | |

[Update]  [Clear the Cart]

Morgan Hill Sell Price $0.00  Morgan Hill Order Value $0.00
Total Sell Price $0.00  Total Order Value $0.00

**Order Comments :**
( Maximum Characters is 350 )  Characters Left: 350

# Order Confirmation

Once the order has been submitted you will see a pop-up screen with all the order details. Or you can set up email notifications as seen below. This is email is just a confirmation that the order has been submitted and should NOT be considered an invoice.

## Order Confirmation

| Account: | | | | | | | | | Order Number: 0008 |
| | | | | | | | | | Purchase Order: |

| Branch: | Line Items: | Date Entered: | | Status: | Ship Method: | | | | Total: |
|---|---|---|---|---|---|---|---|---|---|
| | 6 | 2014-07-05 11:54:42 | | ordered | REG | | | | $21466.16 |

| Order Qty | Ship Qty | P/L | Part Number | Description | Sell Price | Your Price | Core Price | Pack Qty | Extended Price |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 1 | 905 | 4089927RX | TURBO, HX40W (ISC) | $2828.94 | $2063.45 | $125.00 | 0 | $2188.45 |
| 1 | 1 | 905 | 4076442RX | PUMP,FUEL | $4939.58 | $3722.88 | $2250.00 | 0 | $5972.88 |
| 1 | 1 | 905 | 5287191NX | MODULE,INLET CATALYST | $4482.26 | $3377.99 | $700.00 | 0 | $4077.99 |
| 2 | 2 | 393R | 2872127PXCUM | INJECTOR-XPI PROD GRYPHON | $771.48 | $576.04 | $310.00 | 0 | $1772.08 |
| 1 | 1 | 905 | 3411763PX | INJ,CELECT 94 NE | $914.83 | $667.28 | $750.00 | 0 | $1417.28 |
| 2 | 2 | 393R | 4955398RXCUM | TURBO-HE 07 VG MR | $3306.35 | $2468.74 | $550.00 | 0 | $6037.48 |

**Total Sell Price** $21321.27          **Total Order Value** $21466.16

**Order Comments:**

# Email Notification

To set up email notifications that an order has been placed, select Tools and Manage Notifications.



# Saved Orders

If you order the same part(s) often, you can choose to save the order by entering a name to save it as on the bottom of the order review page. Doing this will allow you to select the "Saved Orders" tab at the top of the page and you can select the saved order desired to list all the parts placed on that order. You can then modify the order as needed and place another order.

# Order History

To view past orders and invoices, select Order History from the Menu and select Order #. The Order Type can be changed to view Pending Orders, Invoiced Orders, or Issued Credits.



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**Online Parts Counter**
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HOME    STOCK CHECK    CATALOG    SAVED ORDERS    ORDER HISTORY    TOOLS    HELP    ORDER REVIEW

Hello A & H TIRES AND BRAKES  [Logout]

**Order History**    [Advanced Search]    [Hide Your Price]

| Order # | Branch # | Invoice # | PO # | # Lines | Enter Date | Invoice Date | Terms | Status | Ship Via |
|---------|----------|-----------|------|---------|------------|--------------|-------|--------|----------|

No Order History Was Found

| Branch: Klement Ford | Line Items: 2 | Date Entered: 12/04/12 | | Terms: N30 | Status: ordered | Ship Method: Will Call | Total: $91.40 |
|---|---|---|---|---|---|---|---|

| Line # | P/L | Part Number | Description | Ordered | Shipped | List Price | Price | Core | Extension |
|--------|-----|-------------|-------------|---------|---------|-----------|-------|------|-----------|
| 1 | MOG | EV195 | Tie Rod End | 1 | 1 | 70.28 | 37.84 | | 37.84 |
| 2 | MOG | ES3459 | Tie Rod End | 1 | 1 | 99.47 | 53.56 | | 53.56 |
| | | | | | | | | | ---------- |
| | | | | | | | | | $91.40 |

[Print]    [E-mail]    [Close]

**Advanced Order History Search**

Order Type: [Pending Orders ▼]

Branch: [England - 1.00 ▼]

Number of Records: [10]

[Continue]  [Reset]

**How to review your Account Activity:**

1. Select the Order Type you wish to review
   - **Pending Orders** are currently being processed
   - **Invoiced Orders** have been completed
   - **Issued Credits** are credits issued by your distributor
2. Select which distributor's location you want to search
3. Set the number of records you want returned
   Note: The higher the number, the longer the search will take.