

## Navigation

#### Shopping is Easy in UNT System Marketplace!

UNT SYSTEM" MARKETPLACE

#### Navigating around the Marketplace





## **Basic Search**

You can use the search box at the top of your homepage to search for relevant things throughout the system.

Shop		Quick links to mostly frequented
Simple Advanced	Go to: Favorites   Forms   Non-Catalog Item   Quick Order Browse: Suppliers   Categories   Contracts	pages are setup.
Search for products, suppliers, forms, part number, etc.	Q	You can also
		browse by different



# **Global Search**

You can use the Search (Alt+Q) at the top of your homepage for a robust search across the Marketplace for anything.





You should use the Advanced Search to focus and limit the results using filters and sort options

Shop	
Simple Advanced	Go to: Favorites   Forms   Non-Catalog Item   Quick Order Browse: Suppliers   Categories   Contracts
Advanced Search Everything V	
Find Results That Have:	0
All of These Words	Supplier
Part Number (SKU)	Manufacturer Name
Commodity Code Q	
Other Options	0
Exact Phrase	Exclude Words
Any of These Words	

**Advanced Search** 



## **New Shopping Screen**



You can find more details on Navigation in the internal documentation.