

# Re-Store

## RETREADING SYSTEMS



### USER MANUAL

REV. 1.1 - 28/03/2012

*Dear Customer,*

This guide was designed to help you use this tool which will allow you to introduce your orders into our system and access information such as, warehouse availability, prices, discounts, campaigns and much more.

Do not hesitate to contact our staff for any queries you may have, they will provide you with the necessary support:

- e-mail: [re-store.support@marangoni.com](mailto:re-store.support@marangoni.com)
- tel. +39 0464 301111

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# 1. Login

To visit the Re-Store site simply access Marangoni Retreading Systems' website from the link <http://retreading.marangoni.com>, and navigate in the "Products" menu on the main navigational bar (see Fig.1); every "**Product range**" button leads you to one of the Re-Store's catalogs.

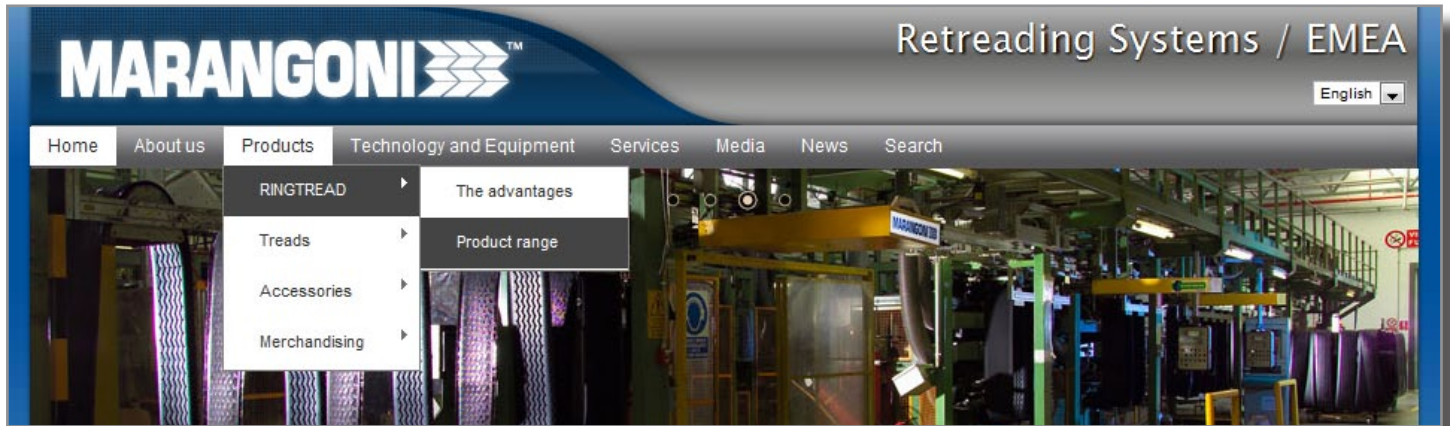


Fig. 1: The RINGTREAD catalog button in the navigational menu

Anyone can visit the Re-Store site, but without logging in into the system with a user ID and password you can only navigate through the catalogues and search products.

**Warning! After login you can access your own customised Re-Store page and visit the Order and Statement sections, but mainly you can display additional information such as prices and check the warehouse availability of our products.**

You can login from any catalogue page using the button shown in Fig. 2.



Fig. 2: Button used to sign on

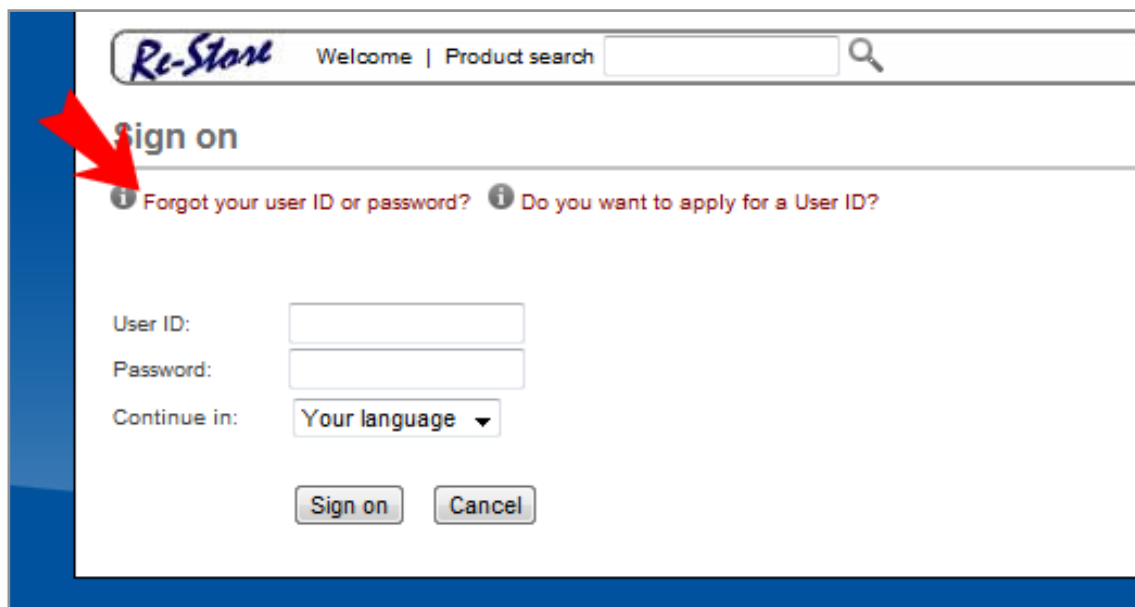
You can also login from the following link: <http://re-store.marangoni.com>

In that case, you'll have to:

1. click on the "**Retreading Systems**" button;
2. select the company for your orders;
3. choose your preferred language.

In the next page you will access using your credentials (User ID and password).

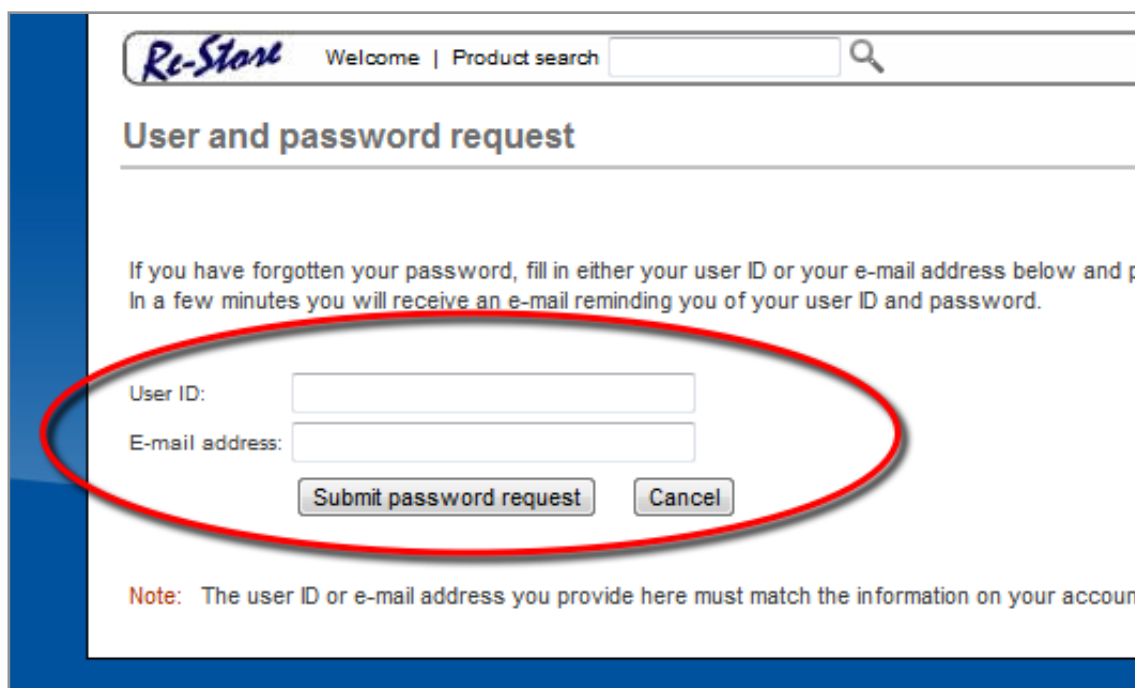
If you have forgotten your User ID or Password, click on the button indicated in [Fig. 3](#).



The screenshot shows the 'Sign on' page of the Re-Store website. At the top, there is a header with the 'Re-Store' logo, a 'Welcome' message, and a 'Product search' bar. Below the header, the 'Sign on' title is displayed. A red arrow points to the link 'Forgot your user ID or password?'. To the right of this link is another link: 'Do you want to apply for a User ID?'. Below these links are three input fields: 'User ID:', 'Password:', and 'Continue in:' with a dropdown menu showing 'Your language'. At the bottom of the form are two buttons: 'Sign on' and 'Cancel'.

Fig. 3: Button used to recover your User ID and Password

Enter your User ID or e-mail address you provided us when you registered and click on the button “Forgot your user ID or password?” (see [Fig. 4](#)).



The screenshot shows the 'User and password request' page of the Re-Store website. At the top, there is a header with the 'Re-Store' logo, a 'Welcome' message, and a 'Product search' bar. Below the header, the title 'User and password request' is displayed. The main text reads: 'If you have forgotten your password, fill in either your user ID or your e-mail address below and p... In a few minutes you will receive an e-mail reminding you of your user ID and password.' Below this text are two input fields: 'User ID:' and 'E-mail address:'. A red oval highlights these two input fields. Below the input fields are two buttons: 'Submit password request' and 'Cancel'. At the bottom, there is a note: 'Note: The user ID or e-mail address you provide here must match the information on your account'.

Fig. 4: Form used to recover your User ID and Password

Very shortly, you will receive an e-mail with your User ID and Password.

**Warning!** If you did not receive an email, check the “Junk email” folder or “Spam” folder to make sure our email was not mistakenly placed there or contact our staff.



## 2. Navigation

While navigating in the Products menu (positioned in the main navigational bar of the website) you can access our range of products, which are divided into the following catalogues:

- RINGTREAD
- Kontur
- PRL
- Unitread
- Novateck
- Marangoni Merchandising

As you can see in Fig. 5, the products are arranged hierarchically:

- By application (i.e. TRAILER)
- By design (i.e. RDG100)

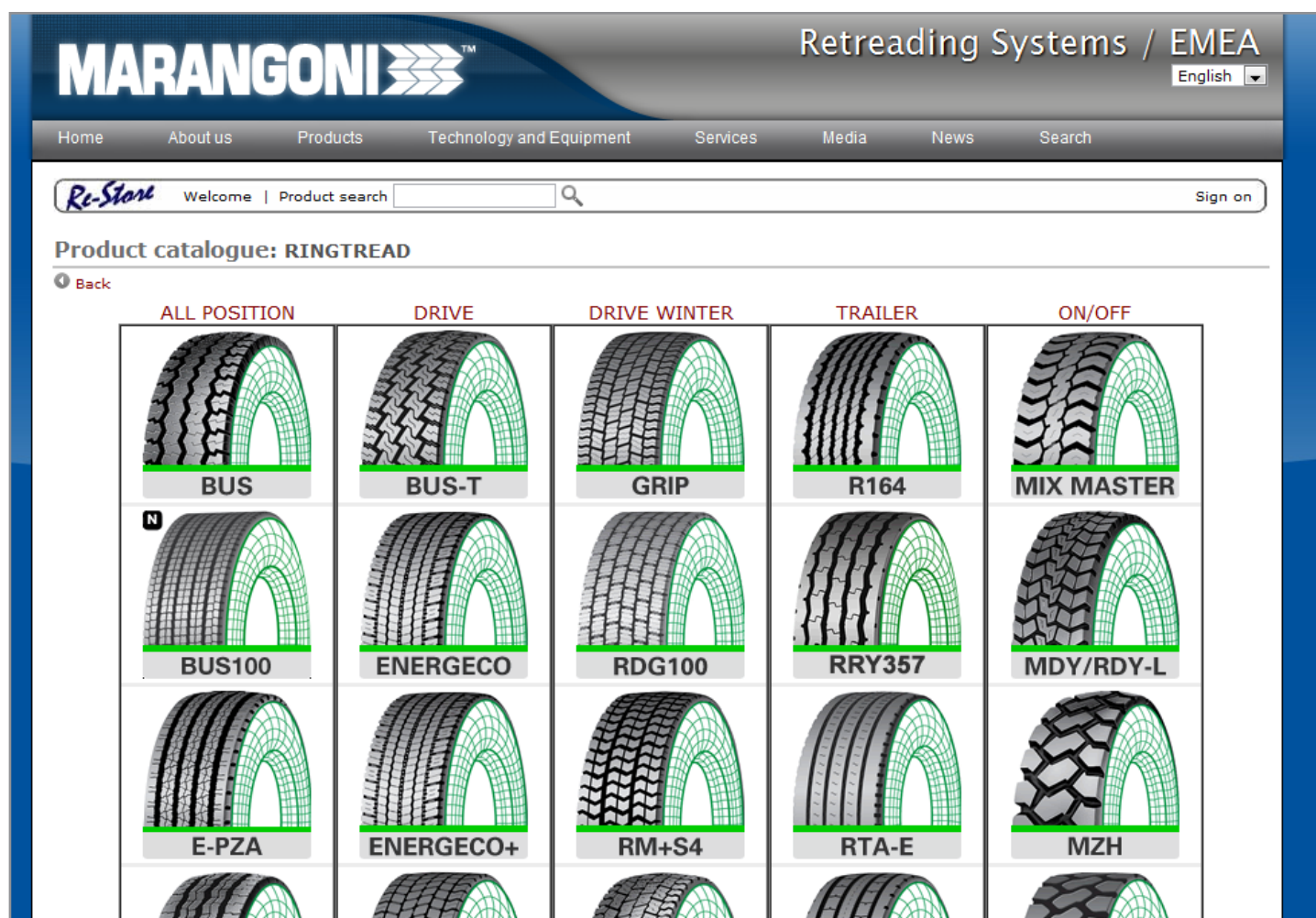


Fig. 5: Catalogue view

Click on the buttons located on the heading of the column to narrow down the display to the respective “family” or select one of the drawings to open a window and filter the navigation view based on the design.

Clicking on one of the drawings will direct the user to the following window (Fig. 6), where the main features of the products are listed.

## Product catalogue: RINGTREAD > DRIVE > RDG100

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**RDG100**

				Sizes				Code	Description
HP		260	M		27	3185	22.0	021007721	RING RDG100 260 M
HP		270	XS		27	3000	21.0	021007730	RING RDG100 270 XS
HP		270	M		27	3185	22.0	021007736	RING RDG100 270 M

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Fig. 6: Product list view

**Warning!** Moving the cursor on the “i” icon on the Sizes column, the relevant sizes will be automatically shown.

To access a detailed page (Fig. 7), click on the code or on the product description you are interested in.

Welcome | Product search

### Product information

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**RDG100**

Product code: **021007721**

Description: **RING RDG100 260 M**

Product group: **0205**

Default sales unit: **NR**

Width: **260**

Depth: **22.0**

Length: **3185**

Position: **DRIVE**

Application: **LONG HAUL**

Tyre fitment chart			
Tyre size	Buff. circ.	Min. size	Max. size
315/80R22.5	3280	230	270

Fig. 7: Product data sheet

In the next section, you will learn how to perform different searches to find the desired product, fast and efficiently.

# 3. Product search

There are different ways to search for products:

## - “Product search” bar

The fastest way to search for a product is to use the bar located next to the “Re-Store” brand right below the main navigational bar of the website (see Fig. 8).

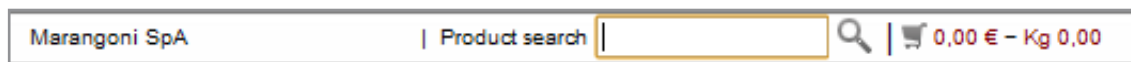


Fig. 8: “Product search” bar

You can search for a product by typing a keyboard and clicking on the magnifying glass icon. The search results will display products pertaining to any of the catalogues that contain the term used in their description.

## - Search by product code

If you know the product code, simply position the mouse cursor on the button “**Product search**” and select “**by item**” from the pop-up menu. At this point, simply enter the code of the item in the provided field (see Fig. 9) and press the “**Start search**” button.

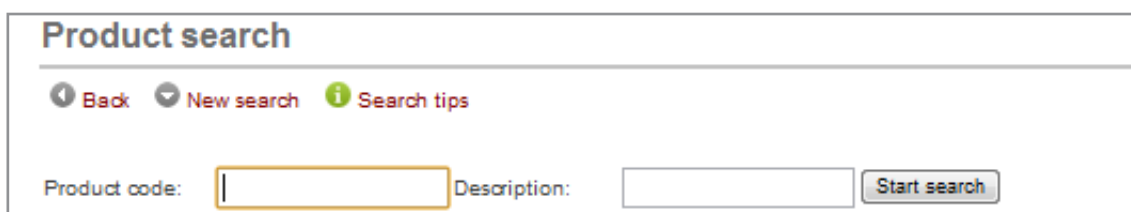


Fig. 9: Search by product code

## - Search by tyre size

To use this search option, choose “**by tyre size**” from the drop-down menu “**Product search**” (see Fig. 10).



Fig. 10: Search by tyre size button

The parameters that can be used in the search option must be selected from the drop-down menu and not by typing in the criteria. You may use more than one parameter to make your search more accurate.

Once you select the desired criteria (see example shown in Fig. 11), click on the “**Start search**” button to start the search.

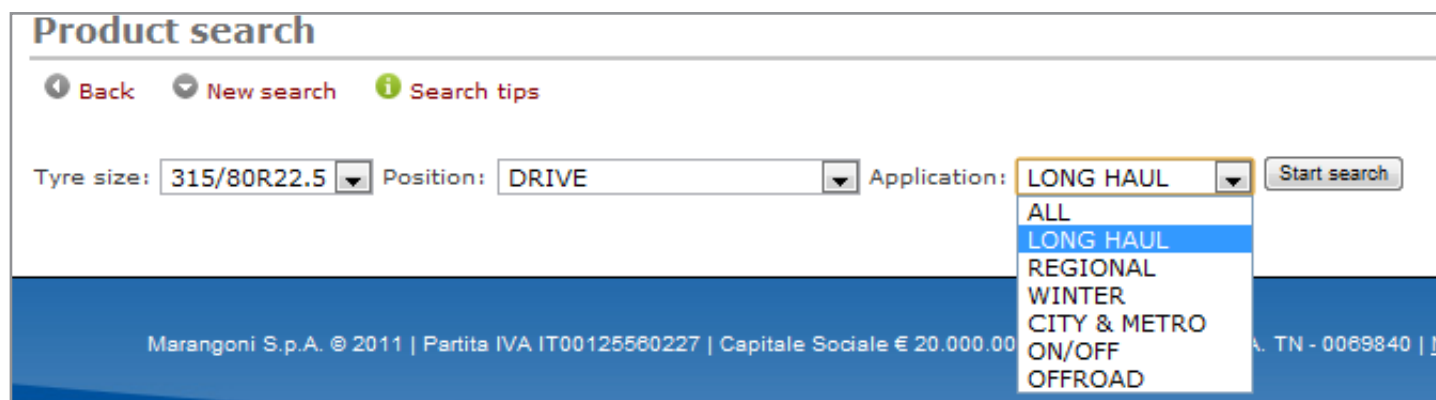


Fig. 11: Search by tyre size

## 4. Account

After logging in with the provided User ID and Password (see [section 1. Login](#)), you can access the customised page by clicking on the “My Account” button, located on the upper right-hand side (see [Fig. 12](#)).

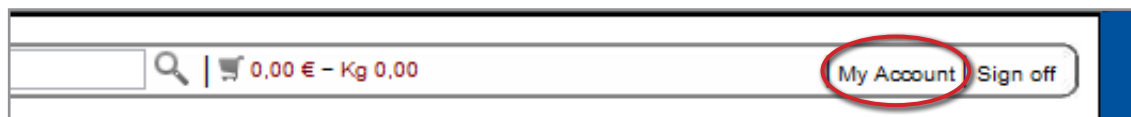


Fig. 12: “My Account” button”

As you can see in [Fig. 13](#), said page contains:

1. A list of the last open orders
2. A list of the functions reserved to customers, arranged in the so-called “Account Menu”

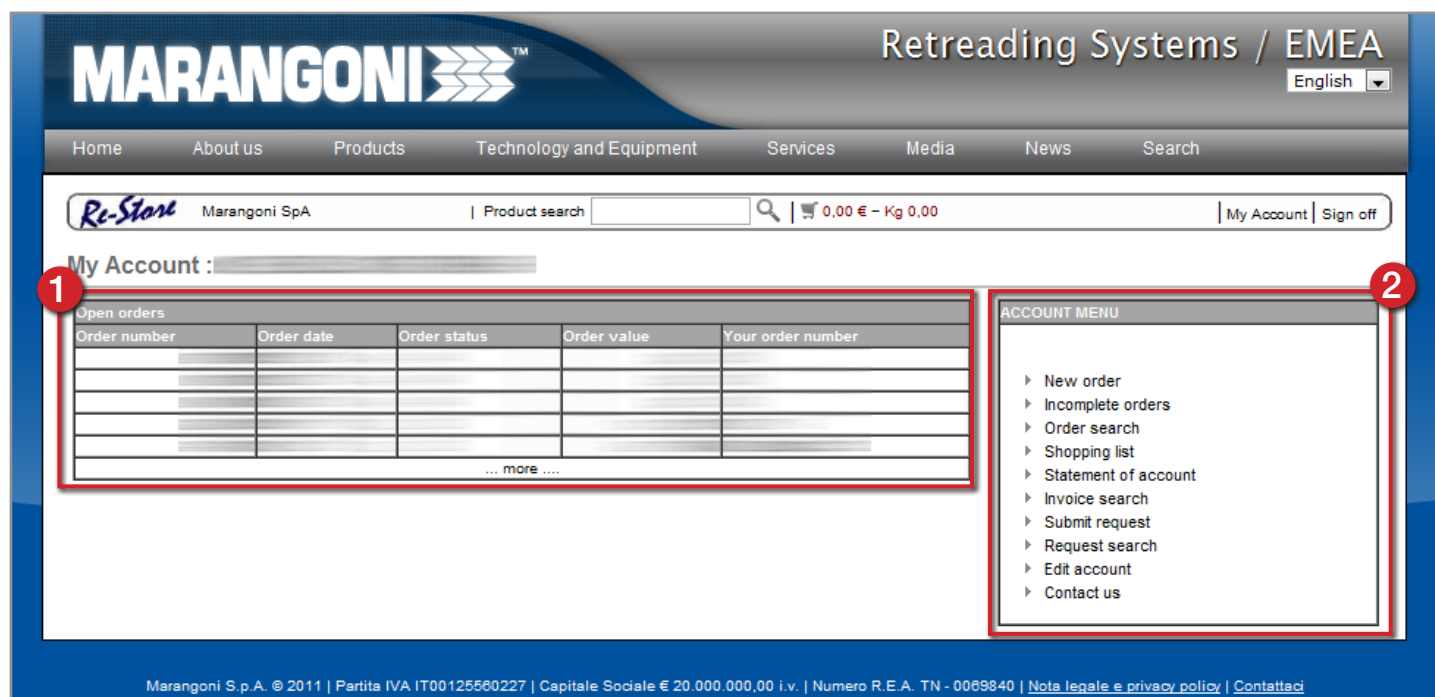


Fig. 13: Customised Page

On the first box for each of the last open orders you can view:

- The order number
- The order date
- The order status
- The total value of the order
- Any order references provided when the order is entered into the system.

Click on the button “[... more ...](#)” or on “[Order search](#)” to access a complete list.

Click on the order number to access a page containing ordered products and the heading information of the order, such as:

- Order notes
- Basic information
- Any taxes on the order
- Order references
- Delivery address



# 5. Orders

After login you can enter your orders in different manners:

## a. Enter orders from the “product list” view

If you find an item you wish to add to the cart while navigating through the catalogues, enter the quantity in the empty field of the “Quantity” column and click on the shopping cart button (Point 1 - Fig. 14).

You can enter more than one product into the cart simultaneously by entering the quantity in the various empty fields and clicking on the shopping cart button located above the writing “Quantity” in the heading of the table (Point 2 - Fig. 14).

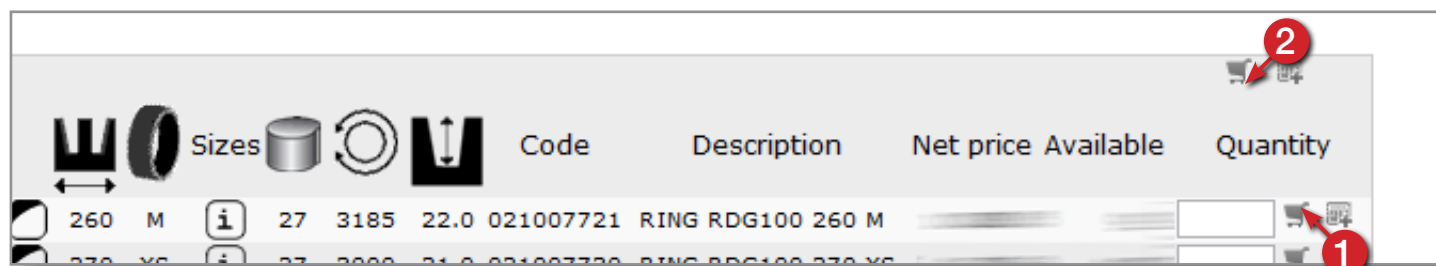


Fig. 14: Enter orders from the “product list” view

## b. Enter orders from the search results view

The fields and buttons under discussion appear in the same identical way in the results of the products that are searched by users who logged in following any of the instructions shown in [section 3. Search products](#).

## c. Enter orders from the “My Account” page

You can add new products to an open order in progress from the “New order” section of the “My Account” page using the “Add products” button. You can enter lines to the order from the provided screen by specifying the product code, quantity, unit of measurement (NR or KG), delivery date requested and any notes for the sales department.

## d. Enter orders from the Copy / Paste area

This system requires you to write lines of the order in a spreadsheet or text sheet. In the spreadsheet, each line corresponds to a different order line. You must arrange the following columns for the various information that make up each line: Item code, quantity, unit of measurement, delivery date requested and notes (see Fig. 15).

	A	B	C	D	E
1	021005529	27	NR	31/10/2011	first line reference
2	021036508	54	NR	31/10/2011	second line reference
3	091000010	500	KG	18/11/2011	third line reference

Fig. 15: Example of a spreadsheet used to enter orders from the Copy / Paste area

**Warning!** Please note the first column has to be formatted as text to preserve the first “0” in the item code. The spreadsheet must be saved in CSV format.

This will produce a text file identical to the one that you can also create by separating the various field information with a semicolon (;) and the lines of the order by starting a new paragraph (by pressing the “enter” button”). The spreadsheet shown in Fig. 15 would appear as follows:

```
021005529;27;NR;31/10/2011;first line reference
021036508;54;NR;31/10/2011;second line reference
091000010;500;KG;18/11/2011;third line reference
```

Once you copy the text into the paste area, simply click on “Convert to order lines” so that they can be loaded. After verifying that the data is correct, click on the “Add to cart” button.

## Shopping cart

Use this function to check the order lines entered into the system, to implement any changes or to proceed with the order confirmation.

You can access the shopping cart at any time by clicking on the provided shopping cart button located next to the search bar. Next to this icon you can see the value and the weight of the items entered in the shopping cart (see [Fig. 16](#)).



Fig. 16: Button used to access the shopping cart

**Warning!** If you leave a working session for a certain period of time, the contents of the cart will be moved to the section “Incomplete orders” (see below).

The shopping cart page starts with a first series of buttons having the following functions:

- “**Confirm order**”: Use this button to confirm the current order so that it can be processed by the sales department
- “**Add products**”: Use this button to add new lines to the current order
- “**Copy / Paste area**”: Use this button to access the respective function (see [pagina 9](#))
- “**Incomplete orders**”: Use this button to recover the lines of an order that was not confirmed
- “**Cancel order**”: Use this button to cancel the current order and empty the cart
- “**New order**”: Use this button to create a new order

In addition to specifying a personalised order reference in the “**Order reference**” section, you can also set the requested shipment date for all the ordered products.

**Warning!** The date provided in the “Req. delivery date” field will be added for all the lines of the order in the active cart thereby overwriting any dates previous entered. In fact, the platform supports different date settings for each line of the order. Use the “Change order line” to enter a specific delivery date for each line (see [Fig. 17](#)).

Click on the “**Delivery information**” button to access a screen where you can change the delivery address of your order. Select one of the addresses already coded in the system from the drop-down menu. Once you select an address, the system will automatically complete all the address fields without having to enter the various fields manually.

[Fig. 17](#) outlines other buttons that have the following functions:

1. Enter an order reference
2. Specify delivery information (address, means of transportation, etc.)
3. Change an order line
4. Cancel an order line
5. Change the quantity
6. Recalculate the price based on the new quantity

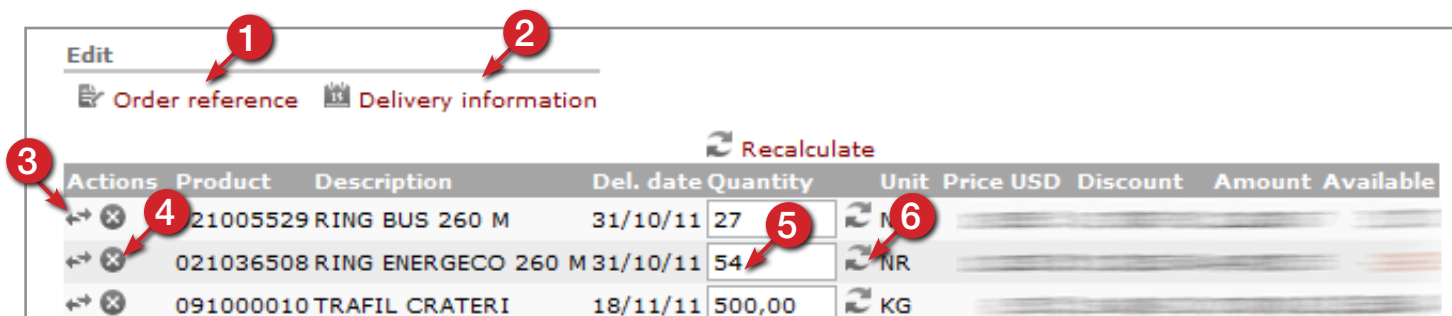


Fig. 17: Other buttons with their respective functions in the shopping cart page

## Order confirmation

After clicking on the “[Confirm order](#)” button, an Order Receipt will be displayed with a summary of all the information (see [Fig. 18](#)). Click “[Print](#)” to print the page.

Product	Description	Del. date	Quantity	Unit	Price USD	Discount	Amount
021005529	RING BUS 260 M	31/10/11	27	NR			
021036508	RING ENERGECO 260 M	31/10/11	54	NR			
091000010	TRAFIL CRATERI	18/11/11	500,00	KG			
Total:						9.606,72	
Order discount:						0,00	
Total excluding VAT:						9.606,72	
VAT:						0,00	
Total:						9.606,72 USD	

Fig. 18: Order summary

**Warning!** This receipt is not the Order Confirmation that you will receive from the Sales Department as soon the order is processed. The order will be concluded and transferred to the Sales Department only when you click on the “[Confirm order](#)” button. At this point, you will receive an e-mail informing you that your order was received and a reference number will be provided.

## Other order functions

There is an “[Order search](#)” function that allows you to search an order from a list that can be filtered through a series of parameters, such as, the order reference or the order status.

You can use the buttons “[Copy order lines](#)” (1) or “[Copy order lines to paste area](#)” (2) (see [Fig. 19](#), to use an old order and create a new one quickly. We recommend using this option, especially for products and quantities that are similar.

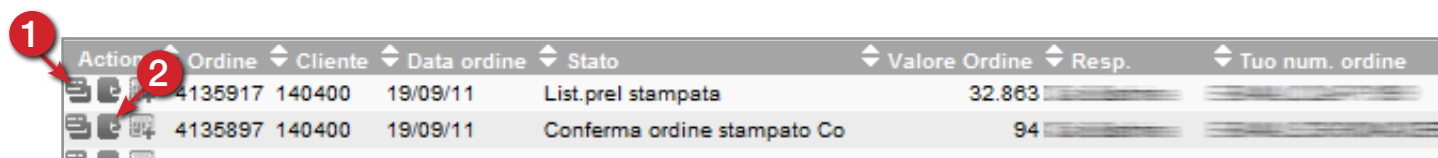


Fig. 19: The buttons “Copy order lines” and “Copy order lines to paste area”

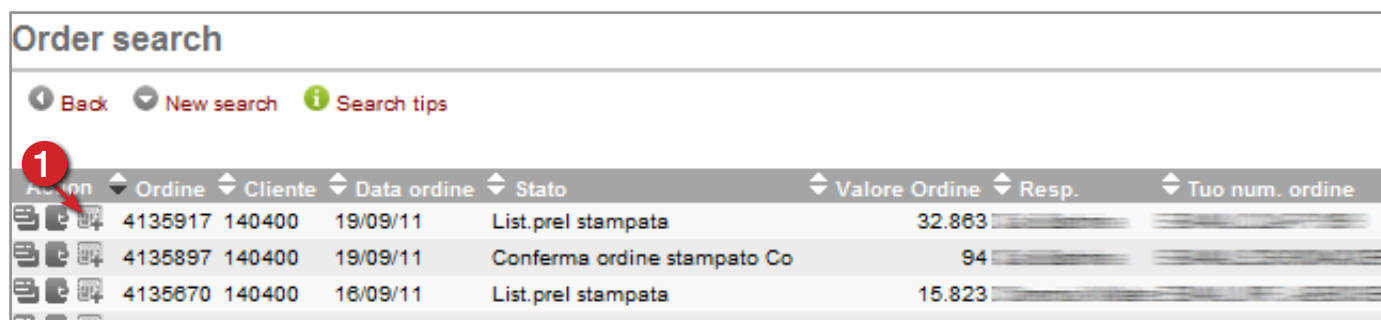
## 6. Shopping list

You can use this function to save one or more recurring orders in your profile and use them whenever you desire as starting point to create a new order more quickly.

There are two options when creating a new shopping list:

### a. Create a shopping list using an old order as starting point

Each line on the table shown in [Fig. 20](#), corresponds to one closed order. The buttons that are similar to the one shown above allow you to create a shopping list starting from the respective order.



Order search							
<a href="#">Back</a> <a href="#">New search</a> <a href="#">Search tips</a>							
	Ordine	Cliente	Data ordine	Stato	Valore Ordine	Resp.	Tuo num. ordine
	4135917	140400	19/09/11	List.prel stampata	32.863		
	4135897	140400	19/09/11	Conferma ordine stampato Co	94		
	4135870	140400	16/09/11	List.prel stampata	15.823		

Fig. 20: Create shopping list" button

After clicking the button you must specify a name in order to identify the new list by filling out the "List ID" field or alternatively the description field.

To confirm the list click on the **"Save shopping list"** button located right above. The shopping list is now created: You can change it to add products, change the quantity and other information.

### b. Creating a shopping list from scratch

Creating a new list from scratch requires a few more steps.

Click on the **"Shopping list"** button on the **"My Account"** page and then click on the **"New list"** button to add the products by following the instructions on the screen.

To complete the task you must search a product by code or description. Once you find the product, click on the icon **"Add to the list: [List ID]"** (the name given to the field will appear instead of [List ID]).

When you will need the list, you will find it by clicking on the **"Shopping list"** button located in the navigational menu of the "My Account" page. Once you select it, simply click on **"Add to cart"** to transfer the saved information inside a new order.

## Using the shopping lists

To add one or more products in the shopping cart that are recently entered into a shopping list, once you logged in, select **"Shopping lists"** from the account menu.

If the shopping list displayed is the one you wish to use, select the products using the check box. Specify the quantity and click on the **"Add to cart"** button. Click on the **"Select all"** box to select all the lines with just one click.

**Warning! The system saves the last shopping list that you selected or created. If you wish to use another list, click on "Your lists" and use the "Select" button on the list that you wish to use.**

# 7. Statement of account

After login, following the instructions described in [section 1. Login](#), click on the “[Statement of account](#)” button from the account menu.

A table will be displayed with a list of the last ten invoices and credit notes in a page identical to the one shown in [Fig. 21](#) preceded by the current balance in your account.

Home About us Products Technology and Equipment Services Media News Search

Re-Store Marangoni SpA | Product search  | 0,00 € - Kg 0,00 | My Account Sign off

### Statement of account

Debtor:   
Balance:

[Back](#) [New search](#) [Invoice search](#)

Document	Doc date	Due date	Original amount	Remaining amount	Description
CBO 7890	28/09/11	28/09/11	-125.936,38 €	-1.712,50 €	BONIFICO DA CLIENTE *
CGF 1276	21/09/11	21/09/11	190,00 €	190,00 €	COMPENSAZIONE FORNITORE
CC1 111200001418	15/09/11	31/01/12	7.357,00 €	7.357,00 €	Fattura vendite CEE (TN) V12
CC1 111200001419	15/09/11	31/01/12	18.069,41 €	18.069,41 €	Fattura vendite CEE (TN) V12
CC1 111200001420	15/09/11	31/01/12	778,00 €	778,00 €	Fattura vendite CEE (TN) V12
CC1 111200001421	15/09/11	31/01/12	2.772,00 €	2.772,00 €	Fattura vendite CEE (TN) V12
CC1 111200001422	15/09/11	31/01/12	1.793,00 €	1.793,00 €	Fattura vendite CEE (TN) V12
CC1 111200001423	15/09/11	31/01/12	9.181,00 €	9.181,00 €	Fattura vendite CEE (TN) V12
CC1 111200001424	15/09/11	31/01/12	4.109,00 €	4.109,00 €	Fattura vendite CEE (TN) V12
CC1 111200001384	12/09/11	31/01/12	17.164,73 €	17.164,73 €	Fattura vendite CEE (TN) V12
CC1 111200001397	12/09/11	31/01/12	2.945,00 €	2.945,00 €	Fattura vendite CEE (TN) V12
CC1 111200001398	12/09/11	31/01/12	2.732,00 €	2.732,00 €	Fattura vendite CEE (TN) V12
CC1 111200001399	12/09/11	31/01/12	4.569,00 €	4.569,00 €	Fattura vendite CEE (TN) V12
CC1 111200001400	12/09/11	31/01/12	12.943,00 €	12.943,00 €	Fattura vendite CEE (TN) V12
CC1 111200001401	12/09/11	31/01/12	2.134,00 €	2.134,00 €	Fattura vendite CEE (TN) V12
CC1 111200001382	08/09/11	31/01/12	105.824,95 €	105.824,95 €	Fattura vendite CEE (TN) V12
CC1 111200001368	08/09/11	31/01/12	14.705,76 €	14.705,76 €	Fattura vendite CEE (TN) V12
CC1 111200001369	08/09/11	31/01/12	14.508,67 €	14.508,67 €	Fattura vendite CEE (TN) V12
CY1 110200000882	07/09/11	30/11/11	845,05 €	845,05 €	Fattura vendita CEE (FR) V02
CC1 111200001351	05/09/11	31/01/12	14.513,40 €	6.682,67 €	Fattura vendite CEE (TN) V12

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New search

Fig. 21: Statement of account page

The figure shows that a search engine can be used in the lower part of the page to filter the list of documents and quickly find the ones you are looking for by using the parameters, such as amount or date.

## Invoice search

You can access the invoice functions from the statement of account page, rather than using the account menu button.

With this tool you can search and download the desired PDF document.