

# How To: Order by Quick Order

The screenshot shows the Geriatric Medical website interface. At the top left is the Geriatric Medical logo. To the right are links for 'About Us' and 'Contact Us'. Below the logo is a navigation bar with 'Products BROWSE', a search bar with the placeholder 'Enter keyword or item #', and buttons for 'Quick Order', 'My Account', and 'My Cart (0 ITEMS)'. The search bar contains the text 'bath' and a dropdown menu lists various bath products. To the right of the search bar are fields for 'QTY: 1', 'U/M: EA', and an 'ITEM ADDED TO CART' button. Below the search bar is a banner that says 'GeriatricMedical.com is here' and 'Easier. Faster. More' with icons for 'Easier Ordering', 'Faster Browsing', and 'More Everything!'.

## Select Order By Purchase History:

- Once logged in, find the 'Quick Order' Button located within the top blue bar
- Click on 'Quick Order' to display drop down search
- Navigate over and use the search to find the items you wish to order.

## Navigating Purchase History:

- To order multiple items from quick order, click on the 'Order Multiple Items' link below.

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About Us | Conta

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## Quick Order

To add an item to your quick order form, search by keyword or item # then click on the item.

Enter keyword or item #

ADD ALL TO CART & CHECK OUT

10-8744 MFG# 1150

A & D OINTMENT PACKETS 144/BX

• BOXES/CASE (1150)

ON FORMULARY ON PURCHASE HISTORY

Quantity Pricing

U/M: BX QTY: 1

## Quick Order Multiple Items:

- Search and enter the items needed to be order
- The selected items and UOM will be shown below the quick order search bar
- On formulary and past purchase icons are also shown where applicable.
- Once you are ready to complete the order, click on 'add all to cart & check out'

