
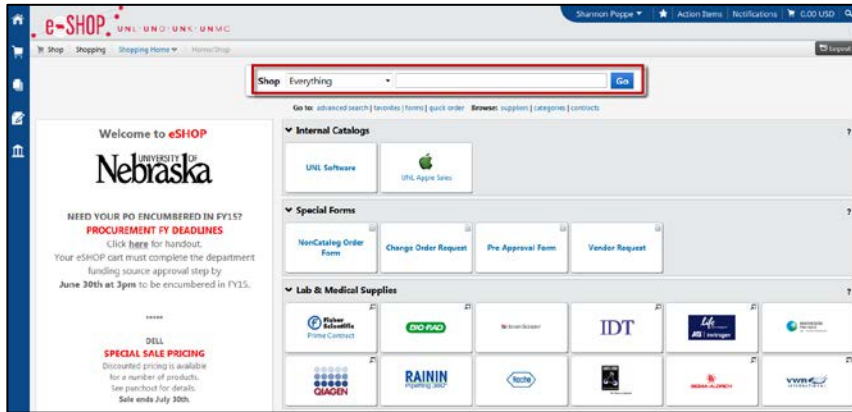



Searching – Adding Items to your Cart from a Hosted Catalog

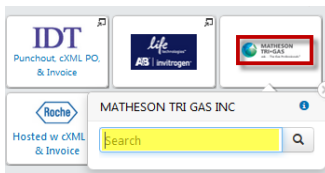


A hosted vendor 'sticker' will only contain the vendor name. A punch-out vendor will have a  in the top right corner of the sticker.

- Search for the item you want to add to your cart. You can find items from either a search or from clicking on a 'sticker' on the eSHOP home page.



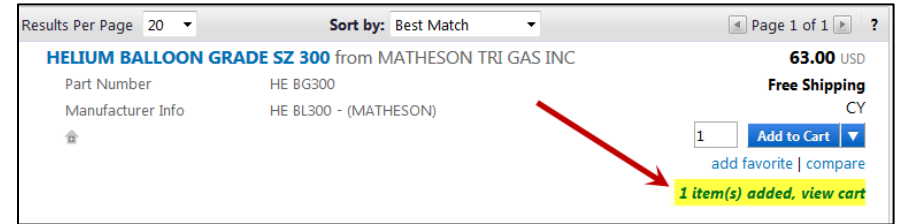
- A hosted catalog 'sticker' will provide a dropdown menu that allows you to search their catalog. Enter the desired search criteria and click on .



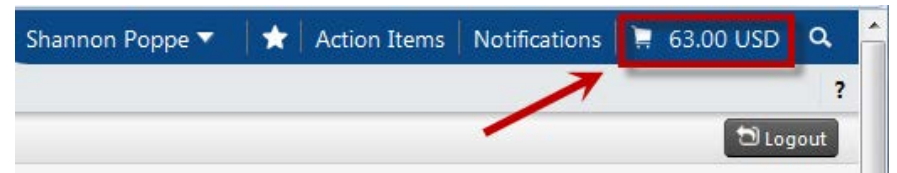
- Once you find the item you want, click on **Add to Cart**.



- A confirmation message will appear.



- Continue shopping or click on your cart to check out.



- Once your shopping cart is complete, you can either **Proceed to Checkout** or **Assign Cart**.

