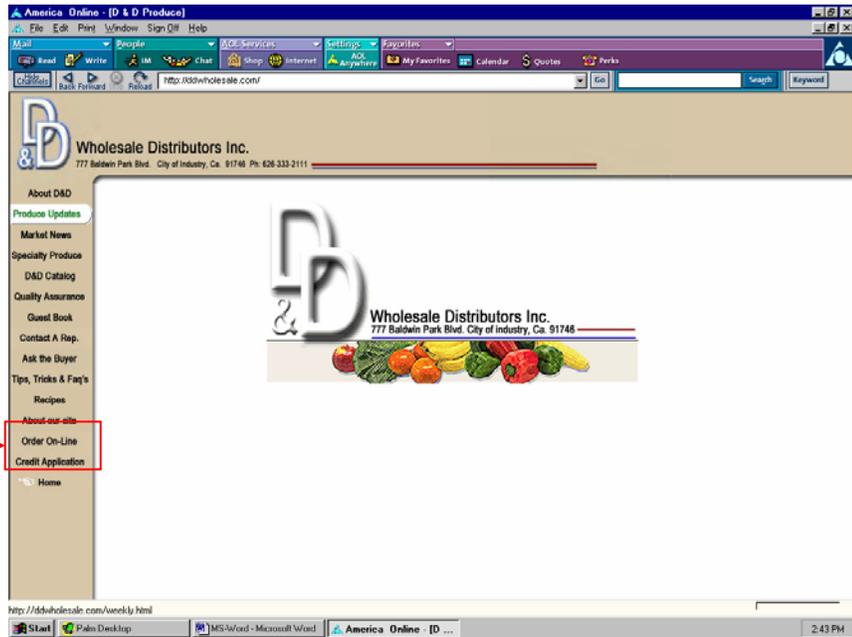
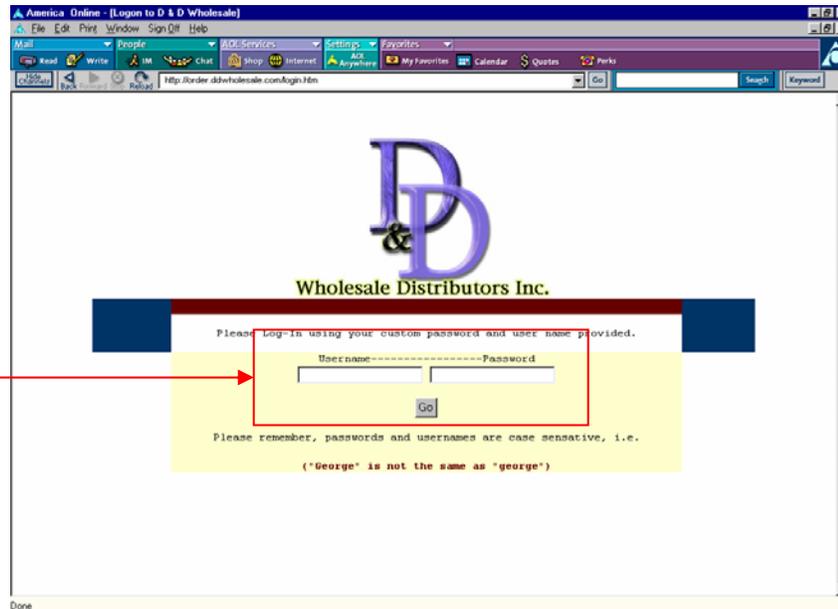


## STEP ONE (1)

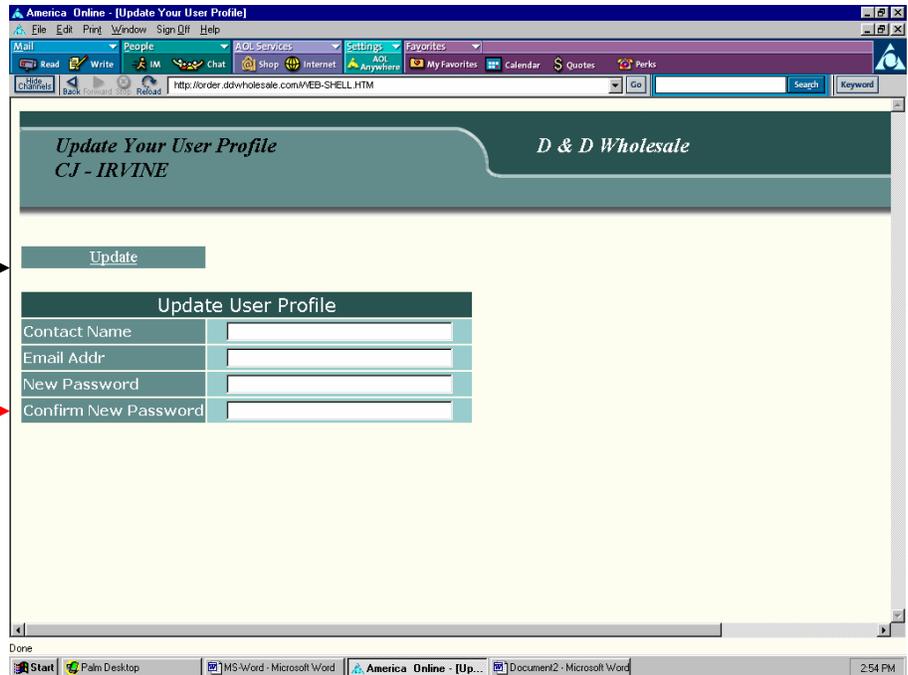
THIS IS THE FIRST SCREEN YOU WILL SEE WHEN ENTERING THE D&D WEB SITE. CLICK ON THE BUTTON, "ORDER ON-LINE" TO GO TO THE ORDERING SCREEN



THIS IS THE ORDER ON-LINE ENTRY SECTION. FROM HERE YOU WILL ENTER YOUR USERNAME AND PASSWORD GIVEN TO YOU BY D&D.



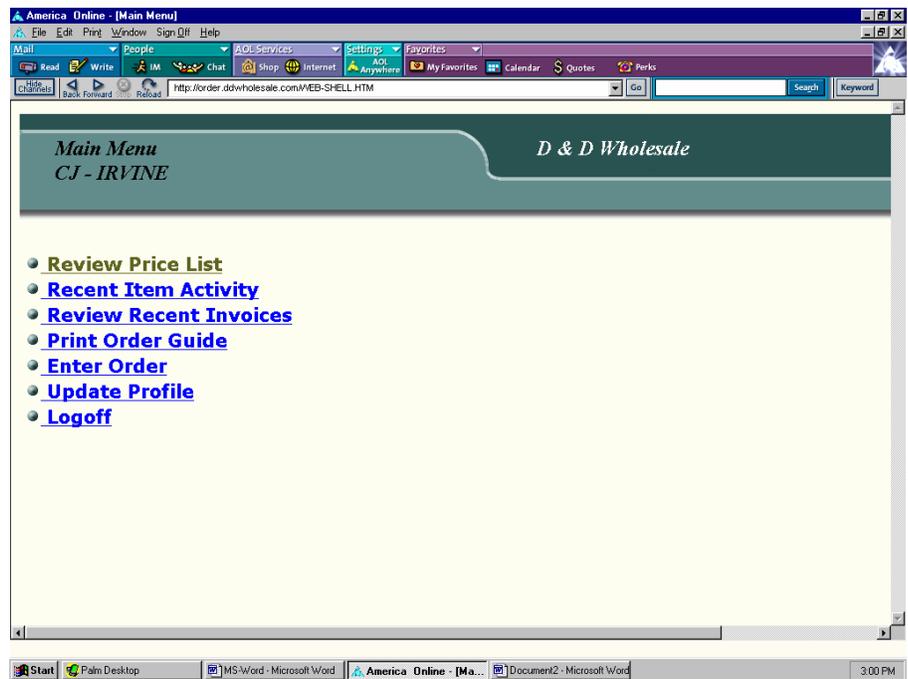
THIS IS THE THIRD SCREEN YOU SHOULD GET WHICH WILL ALLOW YOU TO UPDATE A USERS PROFILE. FROM HERE TO UPDATE A PROFILE YOU WILL ADD THE NECESSARY INFORMATION AND HIT UPDATE. YOU WILL AUTOMATICALLY UPDATE YOUR PROFILE AND BE TAKEN TO THE NEXT SCREEN TO BEGIN THE ORDER PROCESS.



THE FOLLOWING CHOICES ARE AVAILABLE FOR YOU TO SELECT FROM.

1. REVIEW PRICE LIST
2. RECENT ITEM ACTIVITY
3. REVIEW RECENT INVOICES
4. PRINT ORDER GUIDE
5. ENTER ORDER
6. UPDATE PROFILE
7. LOGOFF

WE WILL BEGIN FROM REVIEW ORDER LIST AND WORK IN SEQUENCE TO THE LIST. PLEASE SEE NEXT PAGE OF MANUAL FOR DESCRIPTIONS OF EACH.



America Online - [Review Price List]

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Mail People AOL Services Settings Favorites

Read Write IM Chat Shop Internet AOL Anywhere My Favorites Calendar Quotes Perks

Hide Channels Back Forward Stop Reload http://order.ddwholesale.com/WEB-SHELL.HTM Go Search Keyword

**Review Price List** *D & D Wholesale*

*CJ - IRVINE*

Done	Class			
	Item#	Name	UOM	Price
PRODUCE	PR145	CJ ANGEL HAIR 2.5#	EA	2.03
GROCERY	PR228	APPLES, SLICED FRESH 5#	EA	4.75
BAKERY	8021	APPLES, 100ct GRANNY SMITH	LB	0.51
DAIRY	CJ8008	CJ APPLES, RD 2 1/4 DELICIOUS	BX	14.25
MEAT	3119	ARTICHOKES, 18ct US #1	BX	24.25
SEAFOOD	3071	ASPARAGUS, PENCIL THIN	LB	1.80
PAPER	CJ8057	CJ AVOCADO, CA 48ct	BX	44.50
	8074	BANANA, GREEN TIP	LB	0.36
	CS101	BASIL	LB	4.50
	CJ3105	CJ BELL PEPPER YLW 11#	LB	1.80
	CJ3105	CJ BELL PEPPER YLW 11#	BX	18.75
	CJ3102	CJ BELL PEPPERS, GRN CHPR	LB	0.35
	CJ3102	CJ BELL PEPPERS, GRN CHPR	BX	7.75
	CJ3107	CJ BELL PEPPERS, RD 11#	LB	0.61
	CJ3107	CJ BELL PEPPERS, RD 11#	BX	14.06

Start Palm Desktop MS-Word - Microsoft Word America Online - [Re... Document2 - Microsoft Word 3:04 PM

THIS PAGE WILL ALLOW YOU TO REVIEW ALL YOUR CATEGORICAL PRICE LISTS FROM PRODUCE TO PAPER GOODS. LISTED FOR YOUR REVIEW ARE THE FOLLOWING.

1. ITEM NUMBER
2. NAME OF PRODUCT
3. UNIT OF MEASURE (UOM)
4. PRICE

FROM THIS PAGE YOU CAN ALSO PRINT OUT SEPARATE LISTS IF YOU ARE TRYING TO ISOLATE AN ITEM OR CATEGORY. FROM THE PAGE YOU SELECT PRESS PRINT FROM YOUR MAIN TOOLBAR.

America Online - [Review Item Activity]

File Edit Print Window Sign Off Help

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http://order.ddwholesale.com/WEB-SHELL.HTM

**Review Item Activity** *D & D Wholesale*  
*CJ - IRVINE*

Done

**Item History**

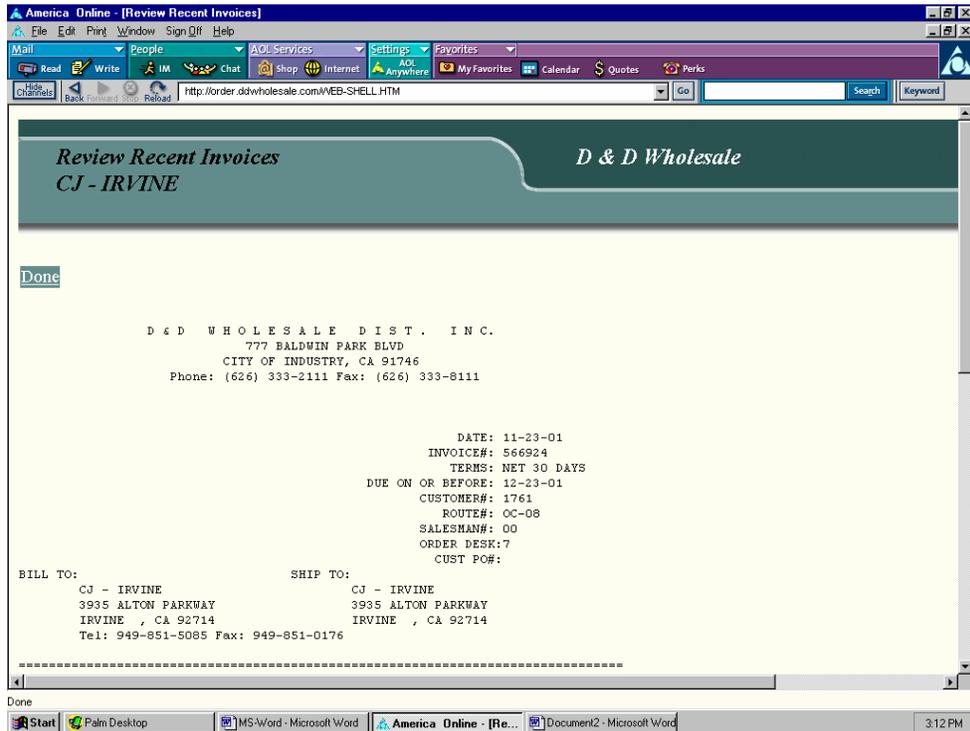
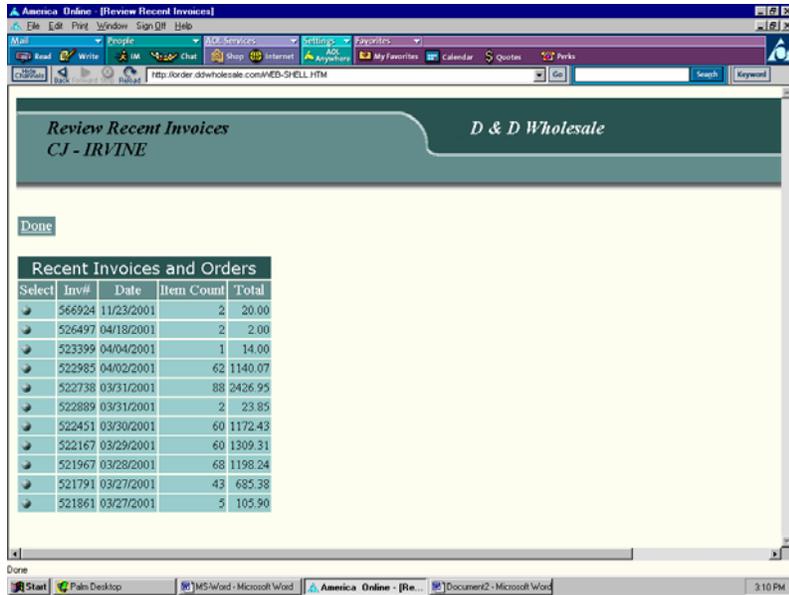
Prod#	Description	UOM	566924 11/23/01	526497 04/18/01	523399 04/04/01	522985 04/02/01	522738 03/31/01	522889 03/31/01
1108	CJ RUSTIQUE BREAD	BX				1.00	1.00	
1800	CJ CHOCOLATE MOTHERLODE CAKE	BX					2.00	
1801	CJ SCRATCH CARROT CAKE	BX					1.00	
1809	CJ LEMON BARS	BX				1.00		
1810	CJ PASTRY ROUNDS (PIE SHELL)	BX				1.00	1.00	
DA352	EGGS, LG LOOSE 15DZ	BX				1.00		
100	MISC. DZ TEASPOONS	EA		3.00				
100	DISPOSABLE TRAYS/PANS	BX	1.00					
1139	TORTILLA, JALAPENO 8" W/CILANTRO	BX					1.00	
1246	CJ THOUSAND ISLAND	BX				1.00		

Done

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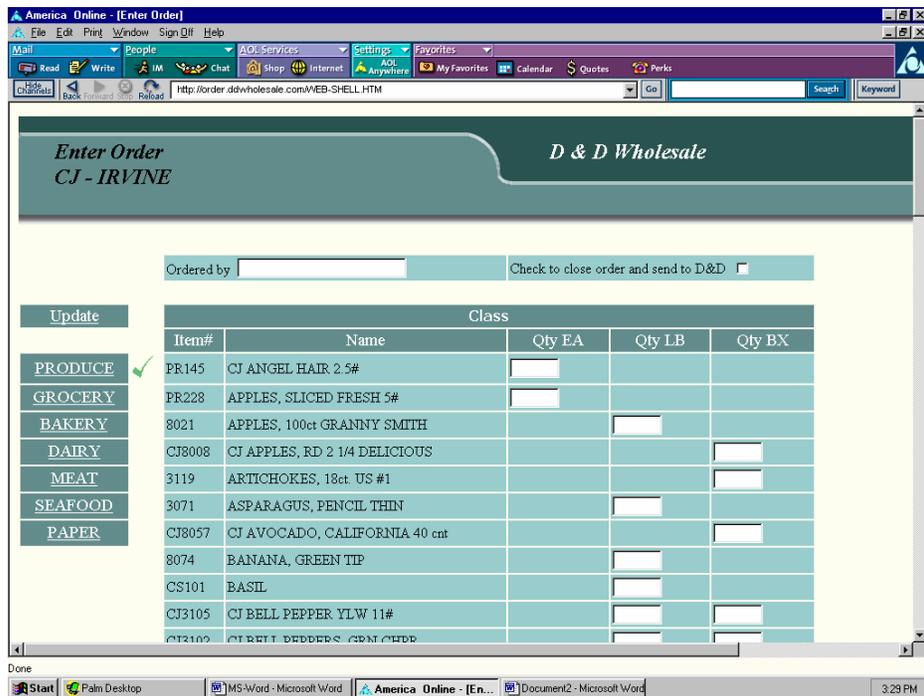
RECENT ITEM ACTIVITY WILL ALLOW YOU TO VIEW THE DATE AND FREQUENCY OF THE ITEMS YOU ORDER. UTILIZE THIS TOOL TO SEE WHAT TRENDS OF ORDERING ARE FORMING WITH REGARDS TO PRODUCTS. HERE YOU WILL BE ABLE TO PRINT THE LIST OR JUST REVIEW IT.

REVIEWING A RECENT INVOICE IS SIMPLE FROM THE "REVIEW RECENT INVOICES" SCREEN. THE LIST WILL PROVIDE A QUICK-LINK TO THE INVOICE DATE. BELOW IS THE RESULT OF THE CHOICE LABELED, #566924 INVOICE NUMBER. PRESS THE SMALL BUTTON NEXT TO THE ORDER NUMBER TO BE TAKEN TO THAT INVOICE. REVIEW AND PRINT IF NECESSARY.

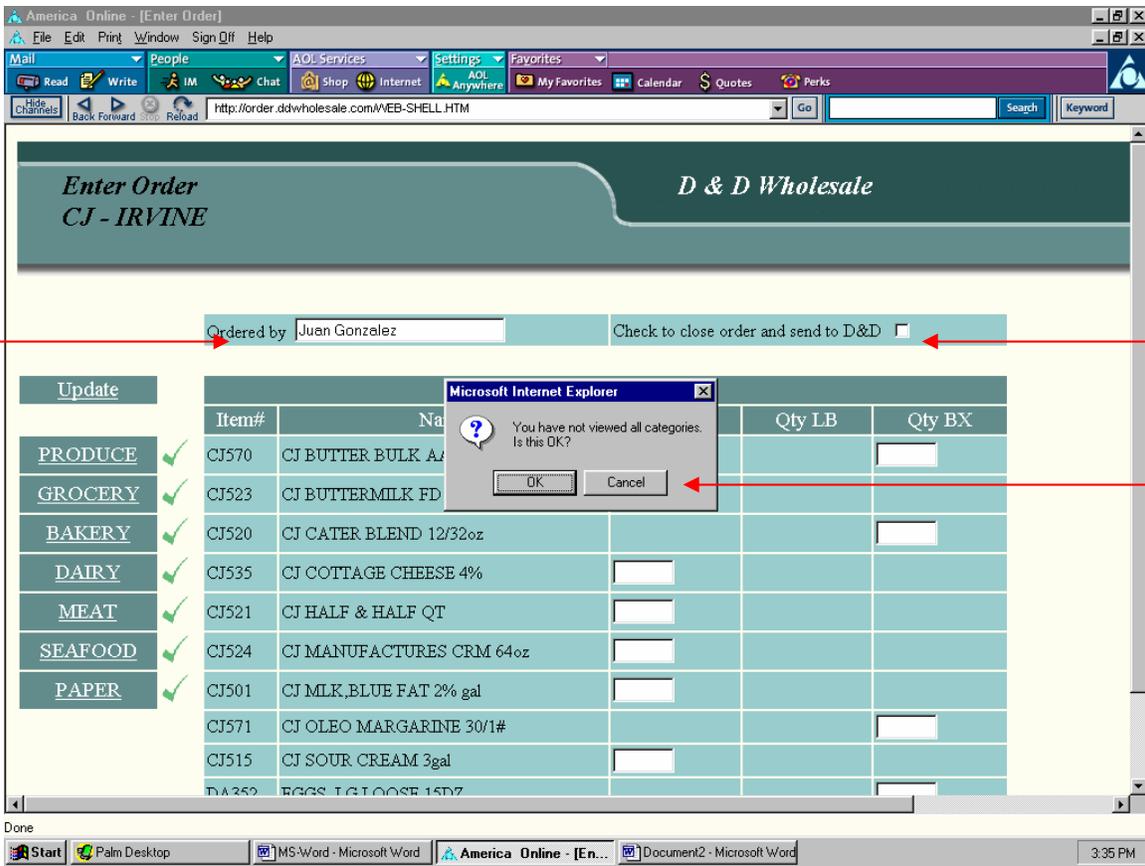


THIS SCREEN IS AN ACTUAL INVOICE FROM A PREVIOUS ORDER. THE INFORMATION ON IT WILL BE THE INFORMATION YOUR STORES SAW ON THEIR ACTUAL INVOICE AT TIME OF DELIVERY.

THIS IS THE "PRINT ORDER GUIDE" SCREEN. AS YOU CAN SEE THE PAGE IS DESIGNED TO ALLOW YOU TO PLACE YOUR INVENTORY ON HAND, YOUR PARS AND FINALLY WHAT YOU NEED TO ORDER FOR THE DAY. PRINT FROM THE MAIN TOOL BAR.



ENTERING AN ORDER FROM THIS SCREEN IS SIMPLE. YOUR ITEMS ARE ALREADY SEGREGATED INTO EACHES, LBS OR BOX ORDERING UNITS. IF A SPECIAL CIRCUMSTANCE ARISES WHERE YOU NEED TO BREAK PRODUCTS YOU MUST CALL D&D AND SPEAK TO A REPRESENTATIVE. @ 626-333-2111



AFTER PLACING ALL OF YOUR ORDERS BY CLICKING ON THE CATEGORIES ON THE LEFT OF THE SCREEN YOU WILL THEN PLACE YOUR NAME IN THE BOX AT THE TOP. YOU MUST THEN CLICK YOUR CURSER IN THE SMALL BOX TO THE RIGHT OF THE NAME BOX TO SUBMIT YOUR ORDER. YOU WILL SEE A SMALL WINDOW APPEAR LIKE THE ONE IN THE PICTURE. THIS IS A REMINDER THAT YOU MIGHT NOT HAVE CHECKED ALL THE CATEGORIES TO ORDER FROM. IF YOUR ORDER IS COMPLETE PRESS "OK" IN THE SMALL WINDOW AND YOUR ORDER IS PLACED.