



PBE Exchange

Mobile App – Non-Catalog Order

How it Works

Non-Catalog Order allows users to order products outside of their Approved Price List (APL), but still available through their distributor.

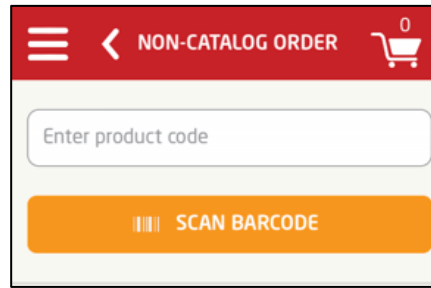
Mobile App – Non-Catalog Order



Once logged into the PBE Exchange Mobile App, tap **Non-Catalog Order** to begin your product search.

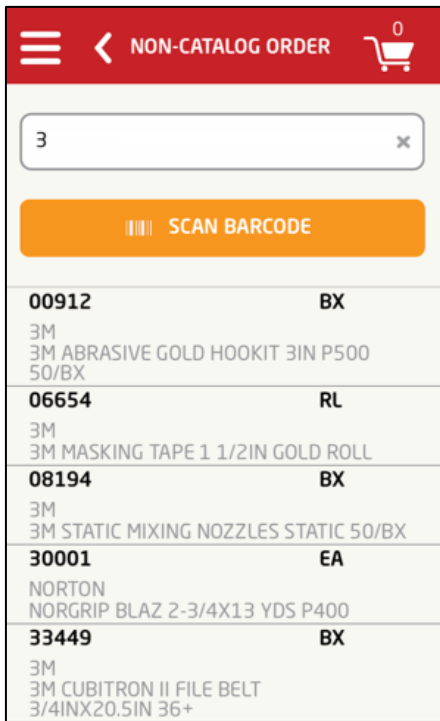
The Mobile App has (2) search methods:

1. Manual Search
2. Scan Barcode Search

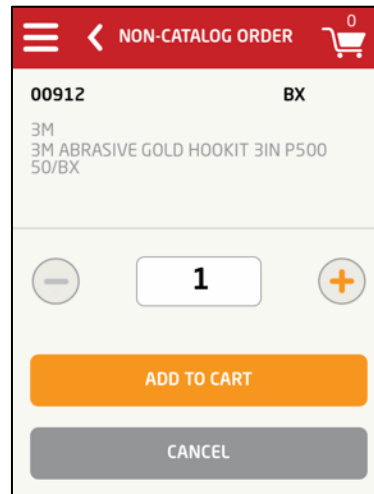


Manual Search

From the **Non-Catalog Order** screen, tap in the **Enter product code** field and begin typing a code or description.



As product information is entered, a list of matching products will appear below. From the list of matching products, tap your product.



Next, type your quantity or tap the (-) or (+) buttons.

When finished, tap **Add To Cart**.

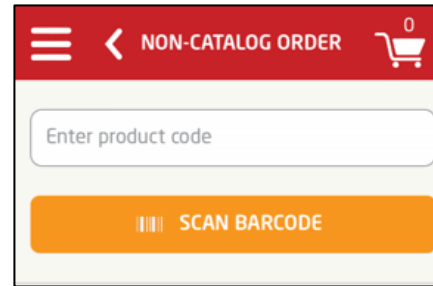
Continue adding products until finished.

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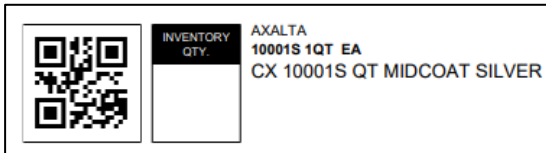
Scan Barcode Search

Once logged into the PBE Exchange Mobile App, tap **Non-Catalog Order** to begin your product search.

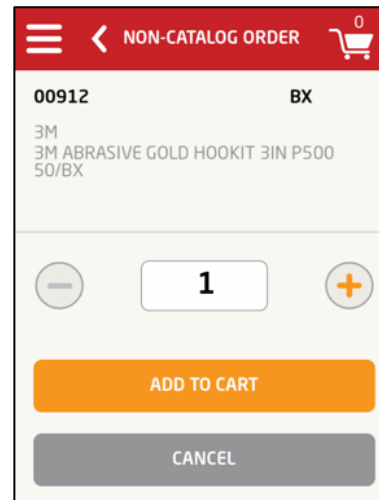


From the **Non-Catalog Order** screen, tap **Scan Barcode**.

Using the camera on your mobile device, focus on the QR Code located on either the shelf label or product label.



Once the QR Code is read, your product will appear on the screen.

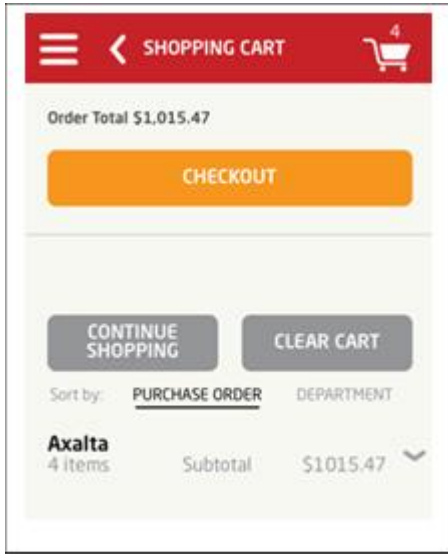


Next, type your quantity or tap the (-) or (+) buttons.

When finished, tap **Add To Cart**.

Continue adding products until finished.

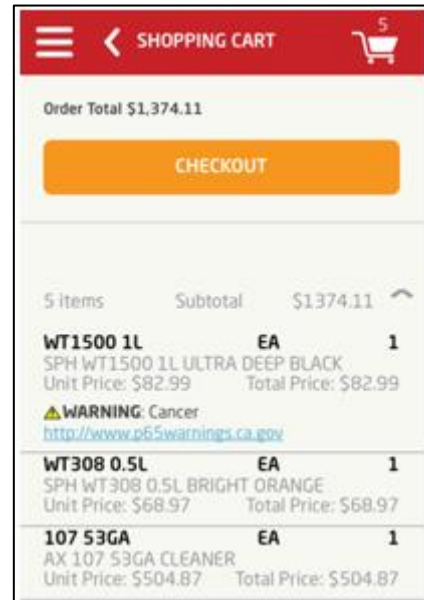
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Shopping Cart

When satisfied with your order, tap the shopping cart icon.

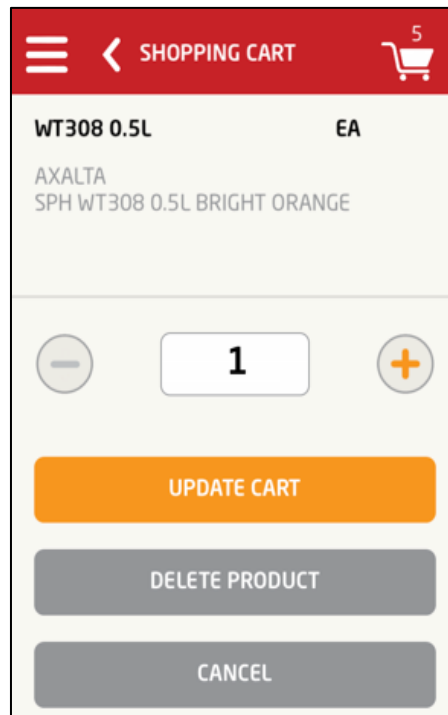
To view all the products in your shopping cart, tap **V**.



Modifying Quantities

To modify a quantity, tap on the product.

From the product screen, type your new quantity or tap the (-) or (+) buttons. When finished, click **Update Cart** to save the change.



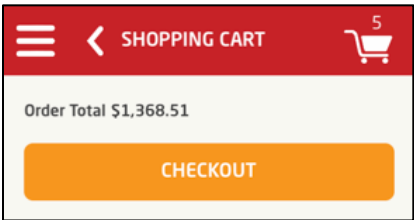
Deleting Product(s)

To remove a product, tap **Delete Product**.

To confirm the deletion, tap **Delete Product**.

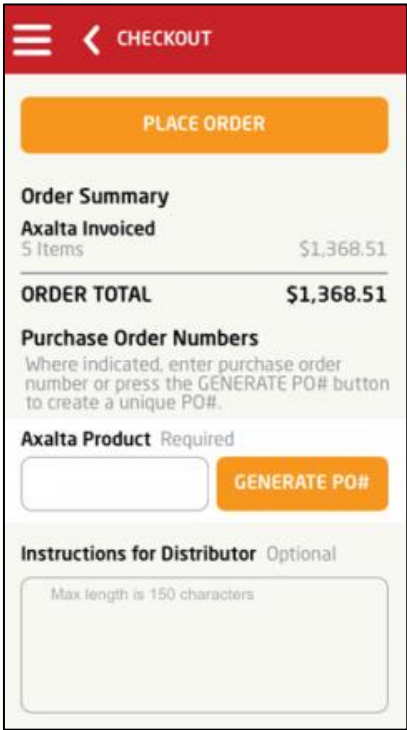


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Checking Out

When satisfied with your shopping cart, tap **Checkout**.



From the **Checkout** screen, type a purchase order number or tap **Generate PO#**.

If you have any additional instructions, type it in the **Instructions for Distributor** field.

When finished, tap **Place Order**.

Note: For the **Place Order** button to be active, all required fields must be completed.

In the United States:
1.855.6.AXALTA
axalta.us

In Canada:
1.800.668.6945
axalta.ca

