

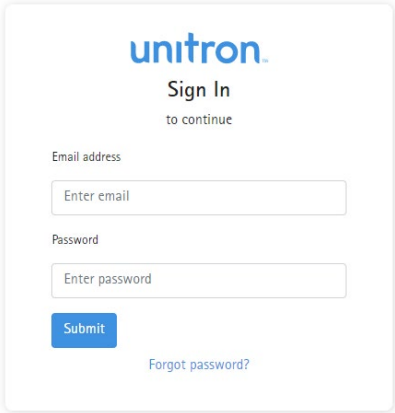
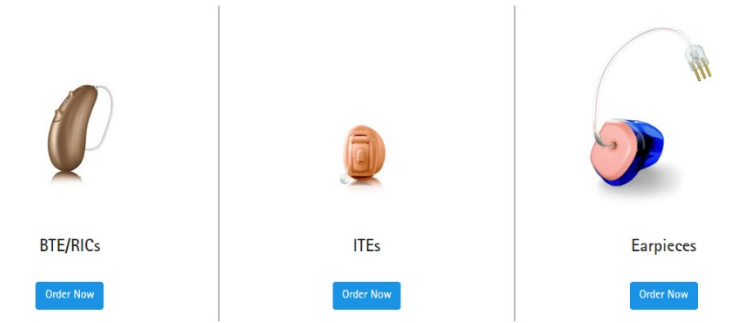

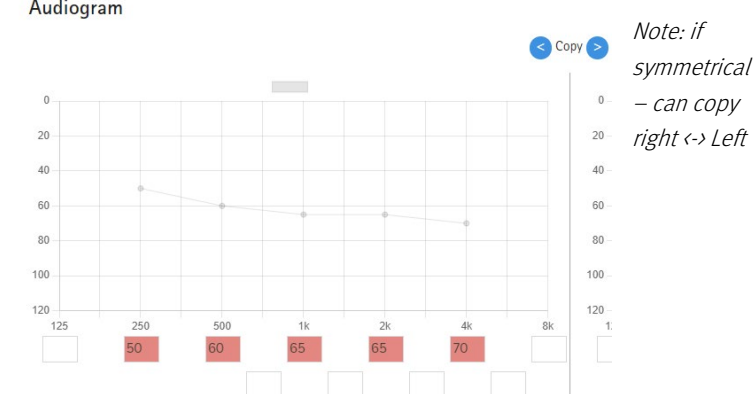
Unitron NZ eStore Instructions

The new Unitron eStore provides you with an intuitive workflow for placing your orders. This document is designed to outline the steps required to place orders for the main order types. Development Phase #1 of the tool is for hearing instrument orders for specific customers to which accessories can also be added. Phase #2 will look to fold in stock orders, and accessory orders that are not associated with a hearing aid order.


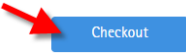












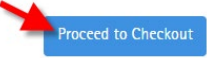
Below are the current limitations of the eStore that will be fixed in the coming updates. Please note the following when making an order:

- First name and surname only for the clients name at 'Processing Information' stage in the ordering process (no middle names)
- Invoice is sent to the site selected - if you want a different delivery site, you must write that in the notes
- Need to write any discount vouchers serial numbers, the discount vouchers name, and any relevant option selected in the notes
- If your clinic uses a clinic-wide login (option 1) – there is no option to mention the clinicians name who made the order - you can put this in notes

4. Custom earpiece only order

Description	Screen Shot
<p>1. Login</p>	
<p>2. Select hearing instrument Type (Earpiece)</p>	
<p>3. Select the family and model of hearing aid that you are ordering a custom earpiece for and right and/or left.</p> <p><i>Note: If you are ordering an earmould for a non-Phonak BTE, then leave this blank...</i></p>	
<p>4. Enter (type in) the audiogram</p> <p><i>Needed for every custom order, coloured frequencies mandatory</i></p>	 <p><i>Note: if symmetrical – can copy right <-> Left</i></p>

<p>5. Select if you are sending in an ear impression or the S/N of an existing shell if you want us to use a previous scan</p>	<p>Ear Impressions</p> <p><input checked="" type="radio"/> Right Ear</p> <p><input type="radio"/> Use an impression on file</p> <p><input checked="" type="radio"/> Mail in an impression</p> <p>Upon checkout, you will be able to download an Order Summary document to include in your mailing.</p>
<p>6. Confirm your custom earpiece type/model.</p> <p><i>Note: you can un-couple the ears to select different custom options across ear (Link in red box)</i></p>	<p>Choose a model</p> <p><input checked="" type="radio"/> Right Ear <input checked="" type="checkbox"/> <input type="checkbox"/> Left Ear</p> <p>SlimTip 4.0 Hard</p> <p>SlimTip 4.0 Hard w/ Tubing</p> <p>SlimTip 4.0 Silicone</p> <p>SlimTip 4.0 Silicone w/Tubing</p> <p>cShell 4.0 Hard</p>
<p>7. Choose shell style</p> <p><i>Note: this is here for earmoulds e.g., Skeleton, carved shell, etc.)</i></p>	<p>Choose a shell style</p> <p><input checked="" type="radio"/> Right Ear <input checked="" type="checkbox"/> <input type="checkbox"/> Left Ear</p> <p>cShell</p>
<p>8. Choose shell and faceplate colour</p>	<p>Choose colours</p> <p>Right Ear</p> <p>Shell Colour: Pink - 26</p> <p>26 ✓</p> <p>Faceplate Colour: Pink - 26</p> <p>26 ✓ 22</p>
<p>9. Select receiver length</p>	<p>0</p> <p>0</p> <p>1</p> <p>2</p> <p>3</p> <p>Receiver Length</p> <p>Receiver Strength</p> <p>Canal Length</p>
<p>10. Select receiver strength</p>	<p>S</p> <p>S</p> <p>M</p> <p>P</p> <p>UP</p> <p>Receiver Strength</p> <p>Canal Length</p> <p>Extra Retention</p>
<p>11. Select any other shell options required</p>	<p>Choose options</p> <p>Right Ear</p> <p>Advanced Mode <input type="checkbox"/></p> <p>Cerustop - Wa... Wax System</p> <p>AOV Acoustic... Venting</p> <p>Removal Line ... Removal Line</p> <p>0 Receiver Length</p> <p>S Receiver Strength</p> <p>Calc. Medium Canal Length</p> <p>None Extra Retention</p> <p>None Colour Dot</p>
<p>12. Add to order</p>	<p>Add to order</p>

<p>13. Check custom product summary</p>	<p>Product Summary</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Right Side</th> <th>Left Side</th> </tr> </thead> <tbody> <tr> <td>Instrument Model</td> <td>cShell4_Ac</td> <td>cShell4_Ac</td> </tr> <tr> <td>Shell Style</td> <td>cShell</td> <td>cShell</td> </tr> <tr> <td>Wax System</td> <td>Cerustop - WaxTrap</td> <td>Cerustop - WaxTrap</td> </tr> <tr> <td>Extra Retention</td> <td>None</td> <td>None</td> </tr> <tr> <td>Venting</td> <td>IntelliVent</td> <td>IntelliVent</td> </tr> <tr> <td>Canal Length</td> <td>Calc. Medium</td> <td>Calc. Medium</td> </tr> <tr> <td>Removal Line</td> <td>Removal Line - Transparent</td> <td>Removal Line - Transparent</td> </tr> <tr> <td>Colour Dot</td> <td>None</td> <td>None</td> </tr> <tr> <td>Receiver Length</td> <td>0</td> <td>0</td> </tr> <tr> <td>Receiver Strength</td> <td>S</td> <td>S</td> </tr> <tr> <td>Ear Impression Scan</td> <td>Mail in an impression</td> <td></td> </tr> </tbody> </table>	Item	Right Side	Left Side	Instrument Model	cShell4_Ac	cShell4_Ac	Shell Style	cShell	cShell	Wax System	Cerustop - WaxTrap	Cerustop - WaxTrap	Extra Retention	None	None	Venting	IntelliVent	IntelliVent	Canal Length	Calc. Medium	Calc. Medium	Removal Line	Removal Line - Transparent	Removal Line - Transparent	Colour Dot	None	None	Receiver Length	0	0	Receiver Strength	S	S	Ear Impression Scan	Mail in an impression	
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<p>14. If applicable, add in any special instructions for the custom earpiece order</p> <p>Including:</p> <ul style="list-style-type: none"> - Clinicians name who made the order - If you want a different delivery site 	<p>Special Instructions for Order</p> <div style="border: 1px solid #ccc; height: 100px;"></div>																																				
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<p>18. Proceed to checkout</p>	 <p>If you do have additional items you want to add – click ‘Continue shipping’</p> <p>Continue Shopping ></p>																																				

<p>19. Enter details</p> <p><i>Client name Required by date (if not completed – will default to standard T/Time) purchase Order #, whether it's HAFS Clinic address you would like the order sent too.</i></p> <p>First name and surname only at the 'Processing Information'</p>	<h3>Processing Information</h3> <hr/> <p>Name Alice Lindeman</p> <hr/> <p>Organisation Sonova</p> <hr/> <p>Site Sonova New Zealand</p> <hr/> <p>Clients Name <input type="text"/></p> <hr/> <p>Required By <input type="text" value="dd/mm/yyyy"/> </p> <hr/> <p>Purchase Order # <input type="text"/></p> <hr/> <p>HAFS (Hearing Aid Funding Scheme) <input type="checkbox"/></p>										
<p>20. If applicable, add any special instructions</p>	<p>Special Instructions for Order</p> <div style="border: 1px solid #ccc; height: 50px;"></div>										
<p>21. Submit order</p>	<p style="text-align: center;"></p>										
<p>22. Order successfully submitted</p> <p><i>Select 'Back to home' to continue ordering.</i></p>	<p>Order successfully submitted</p> <p>Thank you for your order, we will be in touch soon.</p> <p style="text-align: center;">Back to home</p>										
<p>23. For customer orders where you are sending in an ear impression – Follow these steps to print the order to accompany the ear impressions so we can match them up in the Lab.</p> <p><i>Note: Please keep a track of the unique order number on your side as well</i></p>	<p style="text-align: center;">Contact Unitron NZ +64 9 488 9841</p> <p style="text-align: center;"> Logout </p> <div style="background-color: #0070c0; color: white; padding: 5px; text-align: center;"> Organisations Admin Users </div> <p style="text-align: center;"></p> <p>Order History</p> <p>Total number of orders: 9</p> <table border="1"> <thead> <tr> <th>Order Date</th> <th>Order Number</th> <th>Order Status</th> <th>Client Name</th> <th>Account Number</th> </tr> </thead> <tbody> <tr> <td>Mons, 5 Dec 2022 11:57 AM</td> <td>62</td> <td></td> <td>Joe Blaggs</td> <td>26</td> </tr> </tbody> </table> <p style="text-align: center;"></p> <div style="background-color: #0070c0; color: white; padding: 5px; text-align: center;"> BHEARCS Hearing Aids HES Hearing Aids Earpieces Organisations Admin Users </div> <p>Order info</p> <p>Order Number: 62</p> <p>Order Date: December 5th 2022, 11:57 am</p> <p style="text-align: right;"></p>	Order Date	Order Number	Order Status	Client Name	Account Number	Mons, 5 Dec 2022 11:57 AM	62		Joe Blaggs	26
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