



**ASP**  
AUTOMOTIVE SERVICE PRODUCTS  
#1 in Distributor Care

Introduction to ASP's mobile friendly digital platform

**ASP CONNECT**<sup>TM</sup>

# Welcome to ASP CONNECT™

Online shopping and ordering has never been easier at ASP with ASP Connect online! With secure and private logins, ASP Connect provides you with an intuitive, state-of-the-art experience with 24/7 - 365 access to your account. Available on all devices (Mobile Phone, Desktop, Tablet, Laptop, etc...)!

## Product Search:

- Images with pricing, packaging and details
- Current Availability
- Estimated Ship Dates
- Create lists to organize your customers' favorite products
- E-mail product suggestions to your customers

## Fast, Efficient Shipping:

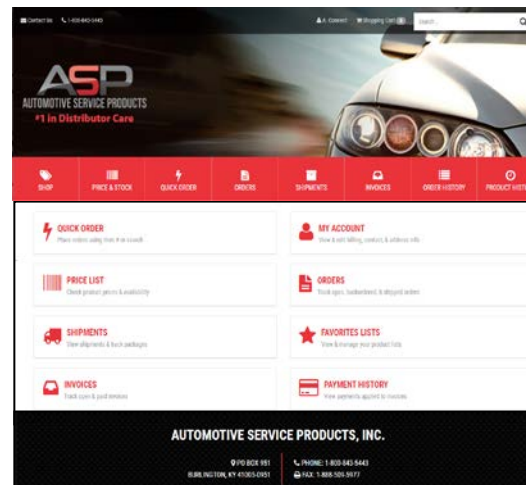
- Estimated Ship Dates
- Reduced Freight Costs
- Real Time Tracking
- Blind shipping (no mention of ASP on any package or packing slip)

## Click-to-Order:

- Efficient Online Ordering
- Instant Order History
- REORDER in two easy steps!
- Proof History Available

## Accounting:

- Print Invoice Copies
- Pay Online
- Review Account History



# Accessing ASP CONNECT™ and Your Account

There are 2 ways to reach ASP CONNECT™

- From ASP's website:

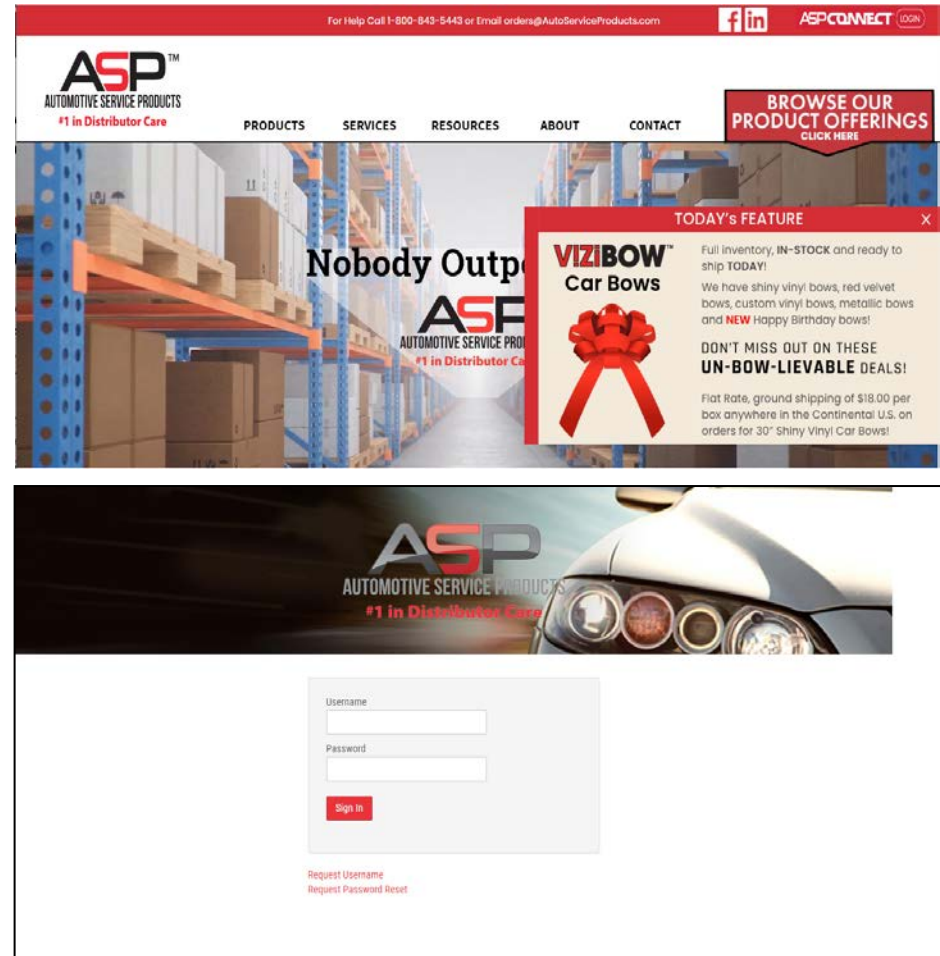
<http://www.AutoServiceProducts.com>

- Or by going directly to the ASP CONNECT™ site at:

<http://shop.AutoServiceProducts.com>

Logging in is easy! Your user name and a temporary password are included in your *Introduction to ASP CONNECT™* e-mail. You will be prompted to change this password upon your first log-in.


Once the Username and Password are entered, click the Red Sign In Button to begin your journey!

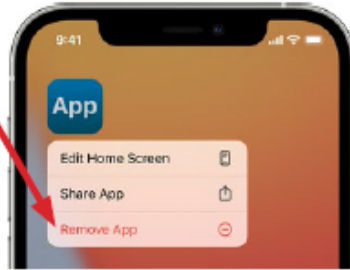


# App Install Instructions


## Apple APP Instructions (iPhone, iPad, and iPod touch)

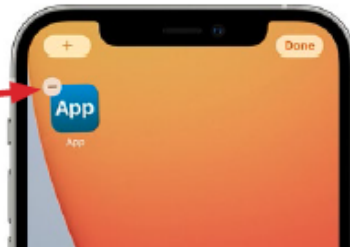
How to **delete\*** the **old ASP app** from your Apple device.

1. Touch and hold the app until the box pops up
2. Tap Remove App. 
3. Tap Delete App, and then tap Delete to confirm.




**NOTE:** If you touch and hold the app from the Home Screen and the apps start to jiggle do the following:

1. Tap the Remove icon  in the upper-left corner of the app.
2. Tap Delete App, and then tap Delete to confirm.
3. Tap Done.



How to **install\*** the **new ASP app** on iPhone...

1. Click on the following link on your phone to install the ASP app on your phone  
<https://autoserviceproducts.com/app/> 
2. Click iPhone ASP App square
3. Click download in pop-up that appears on the page
4. DISREGARD Apple's reference to "Redeeming a Code"; the code is automatic for Authorized ASP Distributors
5. **Ready to go!**

### INSTALLATION:

\* Exact instructions vary by the model number of your phone. Google specific instructions for your phone's model number if needed.

### DELETE OLD ASP APP:

\* If the new app will not download and install, it likely means an old version of our app is still on your phone. Deleting an app icon doesn't necessarily mean the app itself has been deleted. Refer to your phone's actual list of installed apps under SETTINGS to fully delete it.

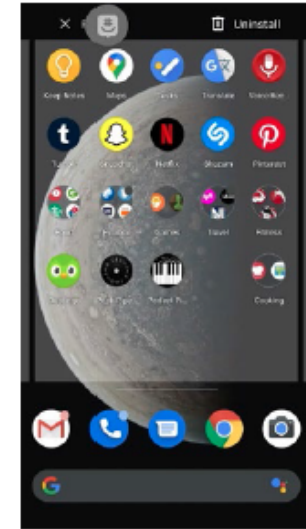
## Android APP Instructions

How to **delete\*** the **old ASP app** from your Android device.

1. Go to Settings
2. Applications
3. Scroll list to find the ASP app
4. Click on ASP app
5. Click uninstall

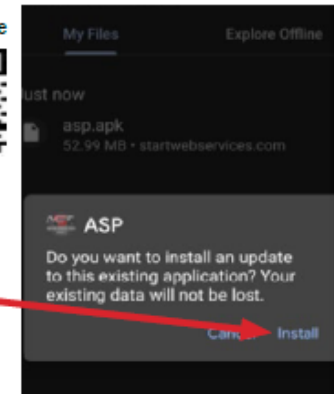
OR

1. Press and hold the ASP app
2. Your phone will vibrate once, granting you access to move the app around the screen
3. Drag the app to the top of the screen where it says "Uninstall"
4. Once it turns red, remove your finger from the app to delete it



How to **install\*** the **new ASP app** on Android...

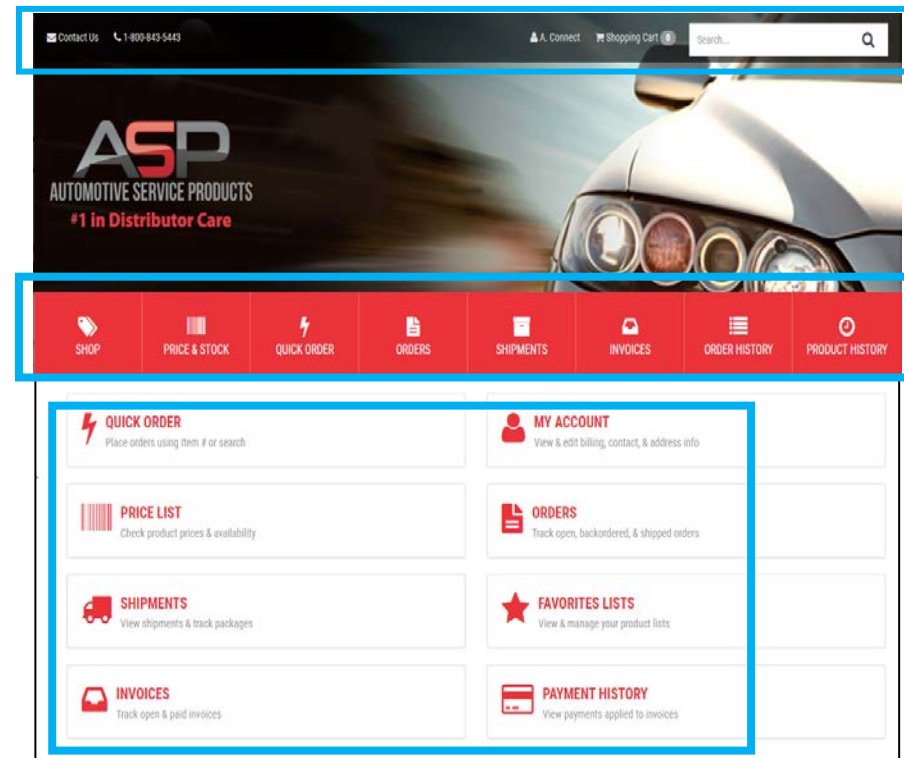
1. Click on the following link on your phone to install the ASP app on your phone  
<https://autoserviceproducts.com/app/> 
2. Click Android ASP App square
3. **Click install** on the pop-up box that appears on the page
5. **Ready to go!**



# Navigating ASP CONNECT™

There are 3 easy ways to navigate ASP CONNECT™.

- The **Red menu bar** under the ASP logo, that appears on **all pages**, has quick access to our shopping area with detailed product information and invoices for quick and easy payments.
- The **black menu bar**, that appears on **all pages**, contains shortcuts including your address book and account information. Our contact information and “My Cart” are also located here. Click the ASP Logo to get back to the “home” page.
- The information that you will access most frequently is easily located by using the **large, red buttons** on the bottom of the **Home Page**



# MY ACCOUNT

**MY ACCOUNT** on the **Home Page** reveals your Account Overview.

- **Contact Information** - confirm your account name and e-mail address associated with your account; this section also includes an option to change your password
- **Account Information** - view your company information and payment terms
- **Shipping Addresses** - manage your shipping addresses here; making ordering easy and convenient

**MY ACCOUNT OVERVIEW**

**CONTACT INFORMATION**

Name: ASP Connect  
 Phone: 555-555-5555  
 Email: ASPConnect@ASPconnect.com  
 Reset Password

**ACCOUNT INFORMATION**

Account #: TEST001  
 Company: Test Company  
 Address: Attn: Accounts Payable  
 1234 Main St.  
 Burlington, KY 41005  
 USA  
 Terms Code: Net 30 Days

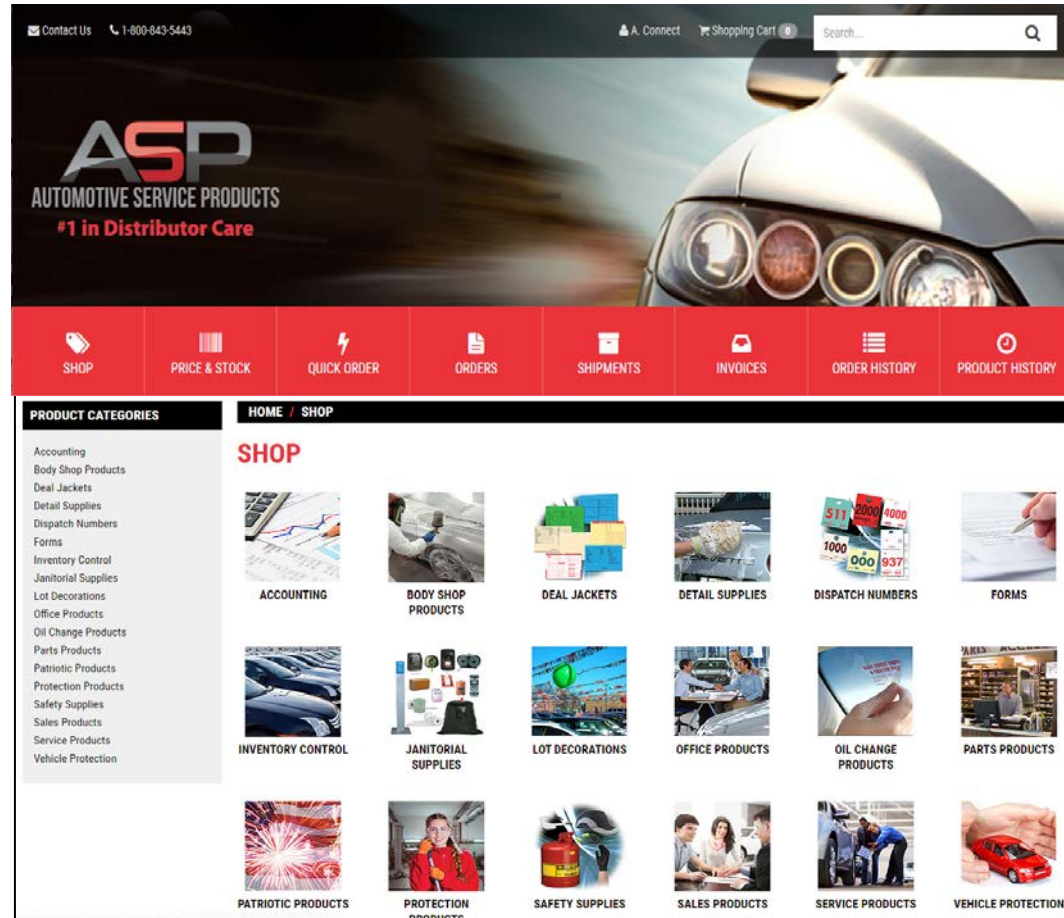
**SHIPPING ADDRESSES**

COMPANY	ATTENTION	ADDRESS	CITY	STATE	ZIP	COUNTRY	ACTIONS
-	Attn: Test	-	-	-	-	USA	Edit Delete
-	Attn: Test	1234 Test	Beverly Hills	CA	90210	USA	Edit Delete
123 TEST2	Attn: Jvjk	123 DRGP ADDRESS st	GREENVILLE	SC	29607	USA	Edit Delete
ABC Company	Attn: Test	1234 Test	Beverly Hills	CA	90210	USA	Edit Delete

# Shop

**Shop** allows you to:

- Browse images of our 3,200 plus, products in inventory
- Search for the products you need by category, item number or by common key words
- Add products to our fully functional **shopping cart** and then visit your cart at a later time to finalize your order at your convenience



# Price & Stock

**Price & Stock** allows you to:

- Browse our inventory of over 3,200 products
- Search for the products you need by name, item number, actual weight or dimensional weight
- View product availability, weight and pricing

**PRODUCT PRICE AND STOCK REPORT**

Search:  All   Results per page: 100

COLUMNS:

NAME	ITEM #	KENTUCKY WAREHOUSE	NEVADA WAREHOUSE	ACTUAL WEIGHT	DIM WEIGHT	YOUR PRICE
Seat Covers - Slip & Grip Standard (9943-15) - Roll of 500	100	In Stock	Out of Stock	16	-	\$41.95
Seat Covers - Slip & Grip M/C (9943-61) - 2 Rolls of 500	101	In Stock	In Stock	34	-	\$88.10
Seat Covers - Slip & Grip Prem (9943-14) - Roll of 250	102	In Stock	In Stock	14	-	\$35.18
Seat Covers - Slip & Grip Prem Folded (9943-10) - Box of 250	103	In Stock	In Stock	14	-	\$35.18



# Quick Order

Do you know your item number or description? Then **Quick Order** allows you to:

- Place your order in 2 easy steps
  - Simply select an address from your saved shipping addresses,
  - Add item numbers and quantities
  - *(Inventory search feature available)*, then click on **Add to Cart and Checkout**
  - Add your purchase order number, the end user's PO number, shipping option and payment method then click on **Place Order**

**QUICK ORDER FORM**

Know which items you want to order? Use the form below to add the items you want without browsing the site. Simply enter the item number and quantity for the products you want and click the Add to Cart button at the bottom of the page. If you are not sure of the exact item number, click on the browse icon to search.

**BILLING INFORMATION**  
 Test Company  
 Attn: Accounts Payable  
 1234 Main St.  
 Burlington, KY 41005  
 USA

**CONTACT INFORMATION**  
 ASP Connect  
 Phone: 555-555-5555  
 Email: ASPConnect@ASPConnect.com

**SHIP TO**  
 [Select One]

**ADD PRODUCTS - PLEASE PLACE SEPARATE ORDERS FOR CUSTOM/IMPRINTED ITEMS. ALL CUSTOM ITEMS ARE SOLD IN UNITS OF 1 EACH. FOR EXAMPLE, IF YOU WOULD LIKE TO ORDER 500 OF ITEM# 531, ENTER QUANTITY 500.**

LINE	ITEM#	QTY	DESCRIPTION	STOCK BY WAREHOUSE	UNIT	TOTAL
1	<input type="text"/>	<input type="text"/>			\$0.00	\$0.00
2	<input type="text"/>	<input type="text"/>			\$0.00	\$0.00
3	<input type="text"/>	<input type="text"/>			\$0.00	\$0.00
4	<input type="text"/>	<input type="text"/>			\$0.00	\$0.00
5	<input type="text"/>	<input type="text"/>			\$0.00	\$0.00

Applicable discounts will be applied when you add to cart

**\$0.00**

**Shipping Options**

Shipping Method:

Secure Payment:

Payment Method:

Additional PO Number:

End User PO Number:

Customer:  Yes  No

Finalize and Place Order

Comments:

# Orders

**Orders** allows you to:

- Search your current orders and order history.
- View **estimated ship dates** and order status for your open custom orders
- Quickly track your shipments via the **Track Shipment** button
- Print invoice copies by clicking on the **Invoice #**

**SALES ORDER #1290760**

**General Information**

Order Number	1290760
Order Date	1/8/2020
Customer Number	901237891
PO #	Kelly Brown
Ship Via	FRT PD UPS GND
Custom Status	
Last Proof Sent Date	
Proof Approved Date	
Custom Estimated Ship Date	
Custom (Y/N)	N

**Order Totals**

Product Total	\$0.00
Shipping	\$0.00
<b>Order Total *</b>	<b>\$0.00</b>

**Billing Address:**  
Test Company  
45th Accounts Payable  
1234 Main St.  
Burlington, NY 11605  
USA

**Shipping Address:**  
Kelly Brown  
Attn: Kelly Brown  
10 Birch Cr. SW  
West Sand Lake, NY 12196  
USA

**ORDER LINE ITEMS**

ITEM #	DESCRIPTION	QTY	STATUS	UNIT PRICE	LINE TOTAL
99-0120-ASP	ASP Catalog - Version 0120 Automotive Service Products (1)	34	34.00 shipped 0.00 back-ordered	\$0.000	\$0.00
99-0120-2	Distributor Price Guide #0120-2 Qty 1	15	15.00 shipped 0.00 back-ordered	\$0.000	\$0.00
99-0120-4	Distributor Price Guide #0120-4 Qty 1	15	15.00 shipped 0.00 back-ordered	\$0.000	\$0.00
99-0120-5	Distributor Price Guide #0120-5 Qty 1	15	15.00 shipped 0.00 back-ordered	\$0.000	\$0.00
99-0120-RETAIL	Retail Price Sheet - Version 0120 - Qty 1	40	40.00 shipped 0.00 back-ordered	\$0.000	\$0.00
99-SAMPLE	Sample	50	50.00 shipped 0.00 back-ordered	\$0.000	\$0.00

**INVOICES**

INVOICE #	INVOICE TOTAL	INVOICE DATE	STATUS	DUE DATE
1484655	\$0.00	1/8/2020	Paid	2/8/2020

**SHIPMENTS**

SHIP DATE	SHIP VIA	INVOICE #	TRACKING #	COMMENT
1/8/2020	UPS GROUND	1484655	1Z3052KX000976334	From WMS
1/8/2020	UPS GROUND	1484655	1Z3052KX000976334	From WMS

**PAYMENTS**

# Shipments

**Shipments** allows you to:

- Search your **shipment history**
- Quickly track your shipments via the **Track Shipment** link
- Print invoice copies by clicking on the **Invoice #**

The screenshot shows the ASP Connect website interface. At the top, there is a navigation bar with 'SHIPMENTS' highlighted. Below the navigation bar, there is a search filter section with fields for 'Ship Date', 'Group By', and 'Search'. Below the search filter, there is a table of shipment records.

SHIP DATE	SHIP VIA	TRACKING #	ORDER #	INVOICE #	PO #	SHIP TO NAME	COMMENT
3/26/2118	UPS GROUND	TEST_Track34567	<a href="#">Track Shipment</a>	1118836	1238250	test	945 Tracking number
6/23/2020	UPS GROUND	1250552X0301329380	<a href="#">Track Shipment</a>	1327374	1531793	test2	From WMS
6/9/2020	UPS GROUND	1250552X0301287416	<a href="#">Track Shipment</a>	1324157	1525687	test1	From WMS
4/15/2020	UPS GROUND	1250552X0301170596	<a href="#">Track Shipment</a>	1312905	1505599	sean	From WMS
1/28/2020	HOLD FOR RELEASE	HFR0011000424		1296278	1474454	Lindsay	From WMS
1/24/2020	UPS GROUND	1250552X0301008655	<a href="#">Track Shipment</a>	1295436	1471893	CJK-American	CJ Krehbiel Co From WMS

# Invoices

**Invoices** allows you to:

- Search your **invoice history**
- Select invoices for payment, enter your payment information (credit card or ACH) and click **Make Payment**
- Print invoice copies by clicking on the **Invoice #**
- Make real time payments by simply clicking **Pay Now**

**INVOICES**

Invoice Date:  to

Status:  Open  Closed

Group By:

Search:  All  Results per page: 50

Showing 1 - 3 of 3 results

INVOICE #	INVOICE TYPE	INVOICE DATE	DUE DATE	TERMS CODE	STATUS	INVOICE TOTAL	AMOUNT DUE	PO #	ORDER #	AGING	ACTIONS
1539316	Invoice	7/10/2020	8/8/2020	00	Open	\$27.17	\$27.17	321	W159654	2 Days	<a href="#">Pay Now</a>
1531793	Invoice	6/23/2020	7/23/2020	00	Open	\$0.01	\$0.01	test2	1327374	18 Days	<a href="#">Pay Now</a>
1505599	Invoice	4/15/2020	5/15/2020	00	Open	\$95.31	\$95.31	sean	1312905	87 Days	<a href="#">Pay Now</a>

# Order History

**Order History** allows you to:

- Search your orders by date range; group them by item #, order #, date or ship to name; and search by PO#, Ship to Name, Item # or Qty.
- Select Order # to view & print your order confirmation, view & print an invoice, track a shipment or make a payment
- Easily place a reorder, by adding a quantity and add it to your cart

ORDER #	DATE	PO #	SHIP TO NAME	ITEM	DESCRIPTION	PIC	QTY	UOM	UNIT PRICE	REORDER QTY	REORDER PRICE
1338990	8/10/2020	rot	Test	523-100	Vehicle Deal Jackets, Plain - DSA-500-GREEN - Box of 100		3	EA	\$12.34	<input type="text" value="Qty"/>	\$12.34
1338990	8/10/2020	rot	Test	527-100	Vehicle Deal Jackets, Plain - DSA-500-SALMON - Box of 100		3	EA	\$12.34	<input type="text" value="Qty"/>	\$12.34
1338990	8/10/2020	rot	Test	526-100	Vehicle Deal Jackets, Plain - DSA-500-LAVENDER - Box of 100		3	EA	\$12.34	<input type="text" value="Qty"/>	\$12.34
W162559	8/10/2020	TEST	ABC Company	1830	Light Adhesive Labels - Custom ROLL - For 5 in 1, Qty. 1 Each		1000	EA	\$0.00	<input type="text" value="Qty"/>	\$0.00

# Product History

**Product History** allows you to:

- Search your **Product Ordering History** (sum of quantity) for a selected date range and item
- Select **Description** and view the detailed description of each product
- Select the **Item Qty** and view all orders within the selected date range for that item
- Enter a quantity in the **Reorder Qty** and easily place your reorder

The screenshot displays the ASP Automotive Service Products website. The header includes the ASP logo, contact information, and a search bar. A navigation menu contains icons for Shop, Price & Stock, Quick Order, Orders, Shipments, Invoices, Order History, and Product History. The main content area is titled "PRODUCT ORDERING HISTORY (SUM OF QTY)" and features a search interface with date range selection, a search box, and a "Tools" dropdown. Below the search area is a table with columns for PIC, DESCRIPTION, ITEM, UOM, TOTAL QTY, MOST RECENT, REORDER QTY, and REORDER PRICE. The table lists three items: Vehicle Deal Jackets (Green, Lavender, and Salmon) and Light Adhesive Labels.

PIC	DESCRIPTION	ITEM	UOM	TOTAL QTY	MOST RECENT	REORDER QTY	REORDER PRICE
	Vehicle Deal Jackets, Plain - DSA-500-GREEN - Box of 100	523-100	EA	3	8/10/2020	<input type="text"/>	\$12.34
	Vehicle Deal Jackets, Plain - DSA-500-LAVENDER - Box of 100	526-100	EA	3	8/10/2020	<input type="text"/>	\$12.34
	Vehicle Deal Jackets, Plain - DSA-500-SALMON - Box of 100	527-100	EA	3	8/10/2020	<input type="text"/>	\$12.34
	Light Adhesive Labels - Custom ROLL - For 5 in 1, Qty. 1 Each	1830	EA	7028	8/10/2020	<input type="text"/>	\$0.00

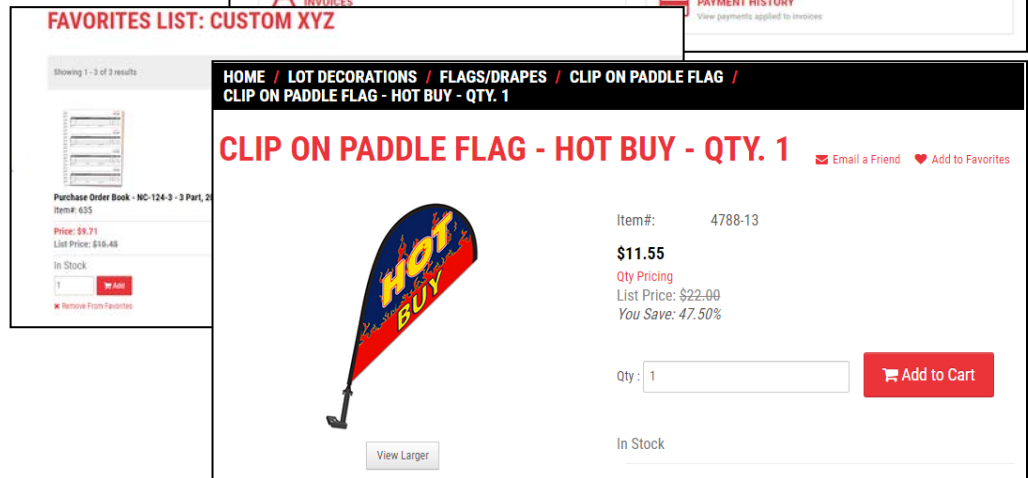
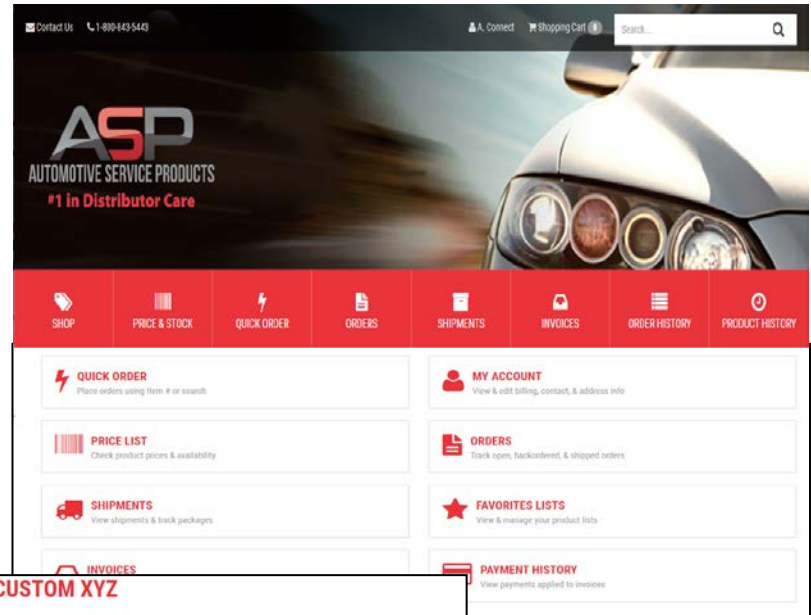
# Favorites

Products can be easily added to your favorites lists from the **Shop** section.

**Favorites** can be found on the home screen. To get to the home screen, click on the ASP Logo.

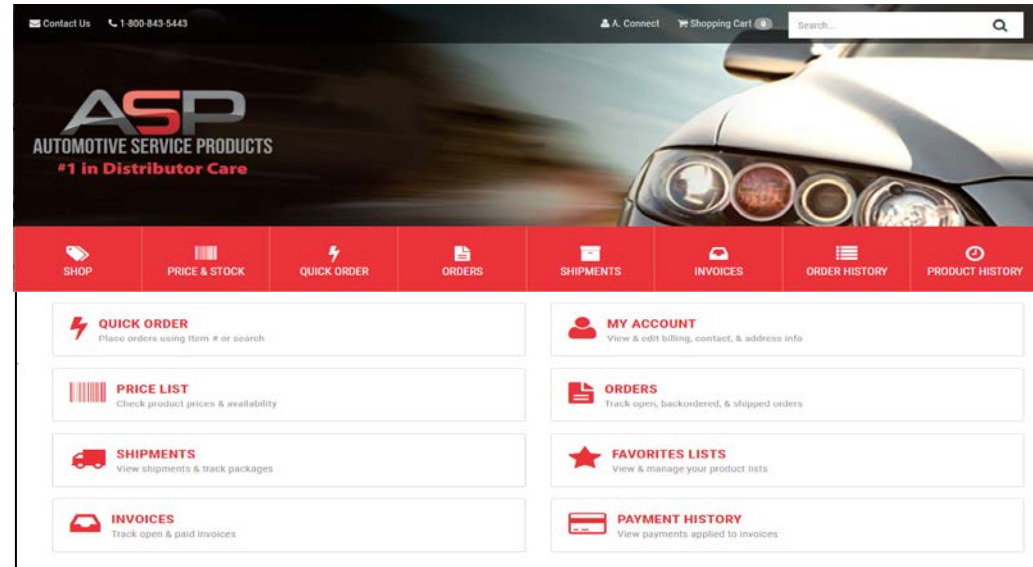
**Favorites** allows you to:

- Create frequently ordered product lists for each of your customers and track changes
- Increase efficiency and become more knowledgeable about your customers' purchase history



# Payment History

**Payment History** can be found on the home screen. To get to the home screen, click on the ASP Logo.



**Payment History** allows you to:

- Search your **payment history**
- Print invoice copies by clicking on the **Invoice #**

**PAYMENT HISTORY**

Date:  to

Group By:

Search:  All  Results per page: 100

Search Clear

COLUMNS: .....

DATE RECEIVED	INVOICE #	AMOUNT	TYPE	REFERENCE
12/14/2015	0000173	\$0.10	CC	Check # CC 3344
2/4/2016	0000173	\$0.40		Discount
2/4/2016	0000173	\$0.00		Check # 020416ADJ
2/4/2016	0000172	\$0.00		Check # 020416ADJ



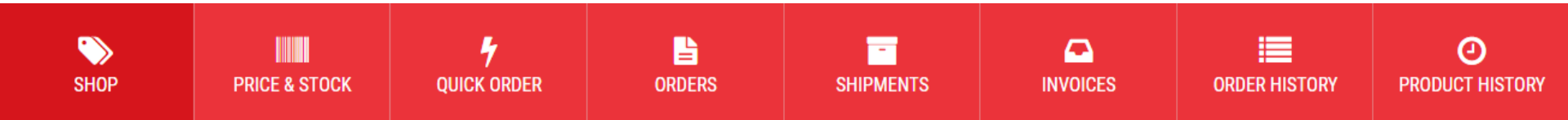
# Supporting Your Business Into The Future

ASP Connect is a step toward improving our digital capacity to better serve our customers and improve your ability to better serve your customers. ASP Connect provides transparency and gives you control of your account.

Don't forget, you may request a personalized walk through of your account with one of our knowledgeable representatives. Please email [aspconnect@autoserviceproducts.com](mailto:aspconnect@autoserviceproducts.com) to set up an appointment.

We're excited to provide you with ASP Connect! Please let us know if you have any suggestions or questions. We appreciate your business and look forward to continuing to serve you!

# Quick Reference Guide



View Products and Pricing using.....	Shop or Price & Stock
View Inventory Stock Status using.....	Shop, Price & Stock or Quick Order
View Inventory Weights using.....	Price & Stock
Place Orders using.....	Shop or Quick Order
Track Orders using.....	Orders, Shipments, Invoices or Order History
View Estimated Ship Dates using.....	Orders
Print Invoices using.....	Orders, Shipments, Invoices or Order History
Make Payments using.....	Invoices
View Payment History using.....	Payment History
Get an Actual Shipping Quote using.....	Quick Order
Save Favorite Items using.....	Shop
View Favorite Items using.....	Favorites
View Product History (sum of qty).....	View Product History (sum of qty)