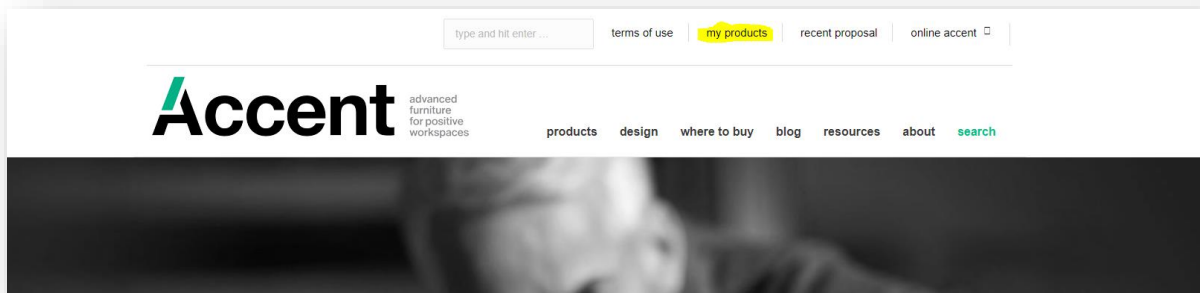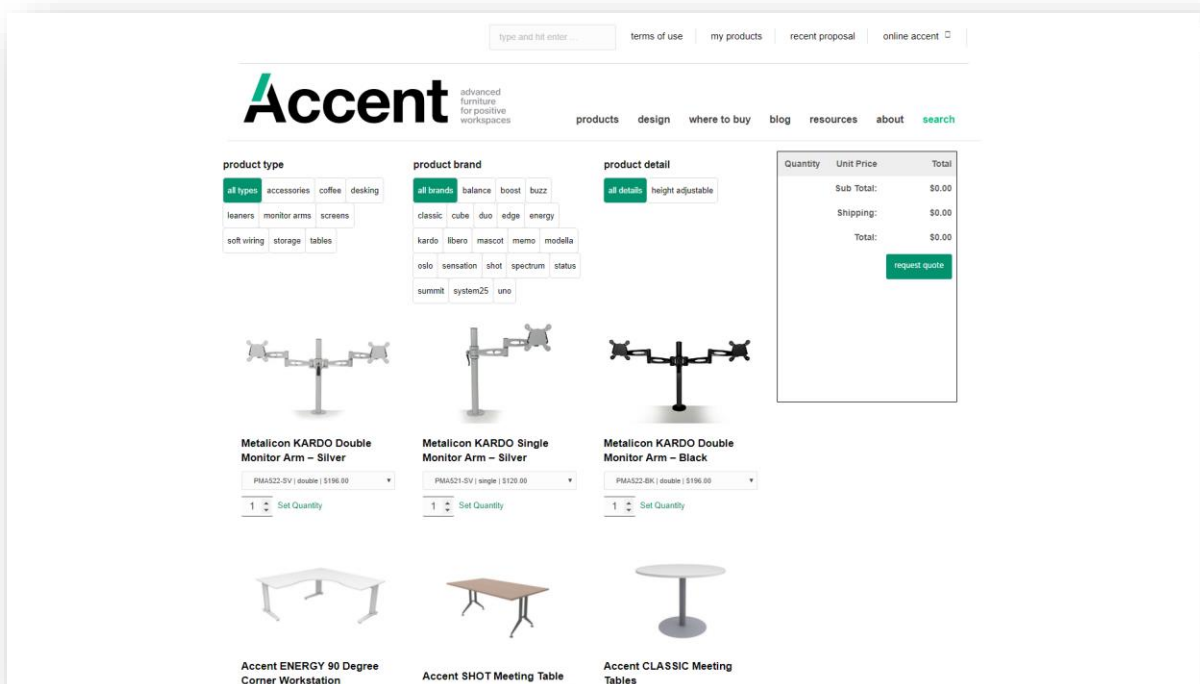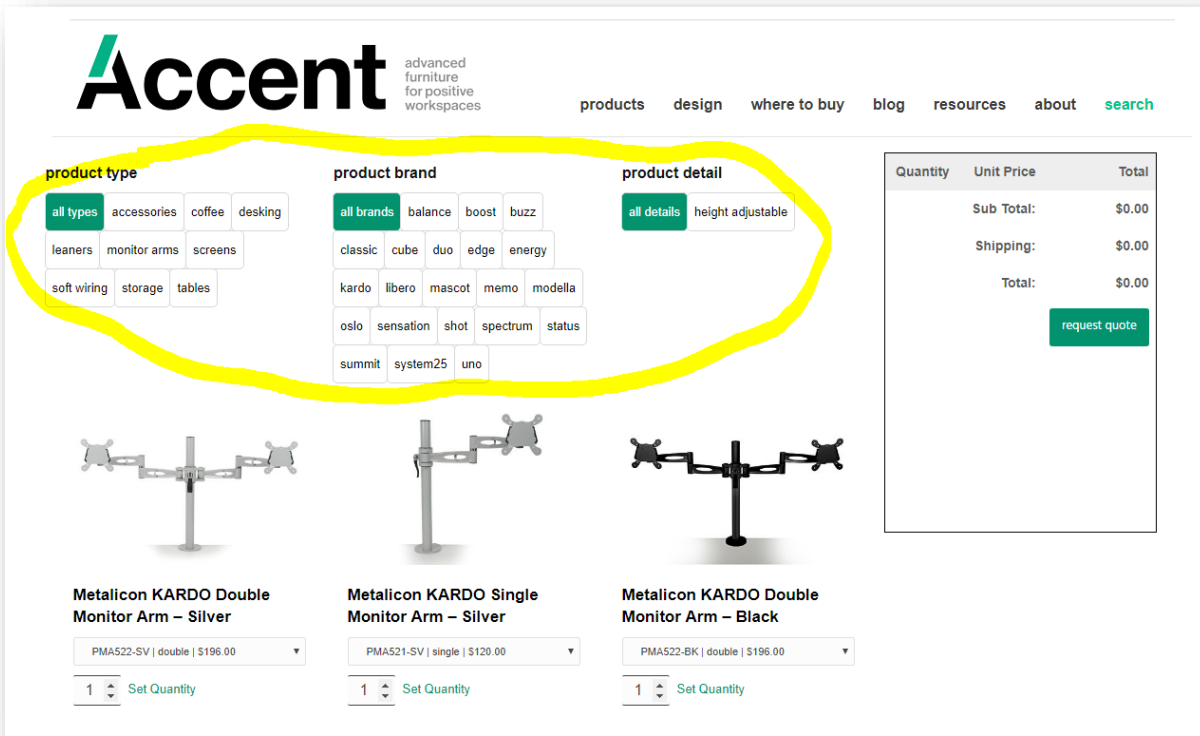# Accent HUB user guide

1. Once logged in to the site using the email link that was sent to you, load the product list by clicking on the my products link.
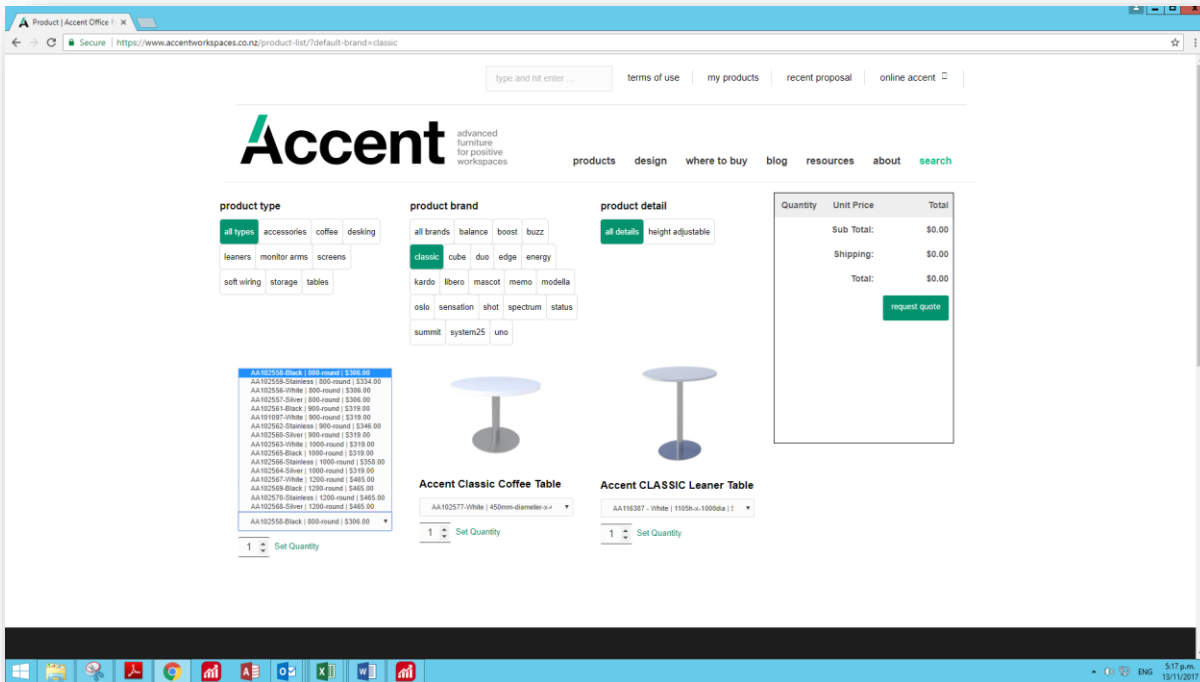

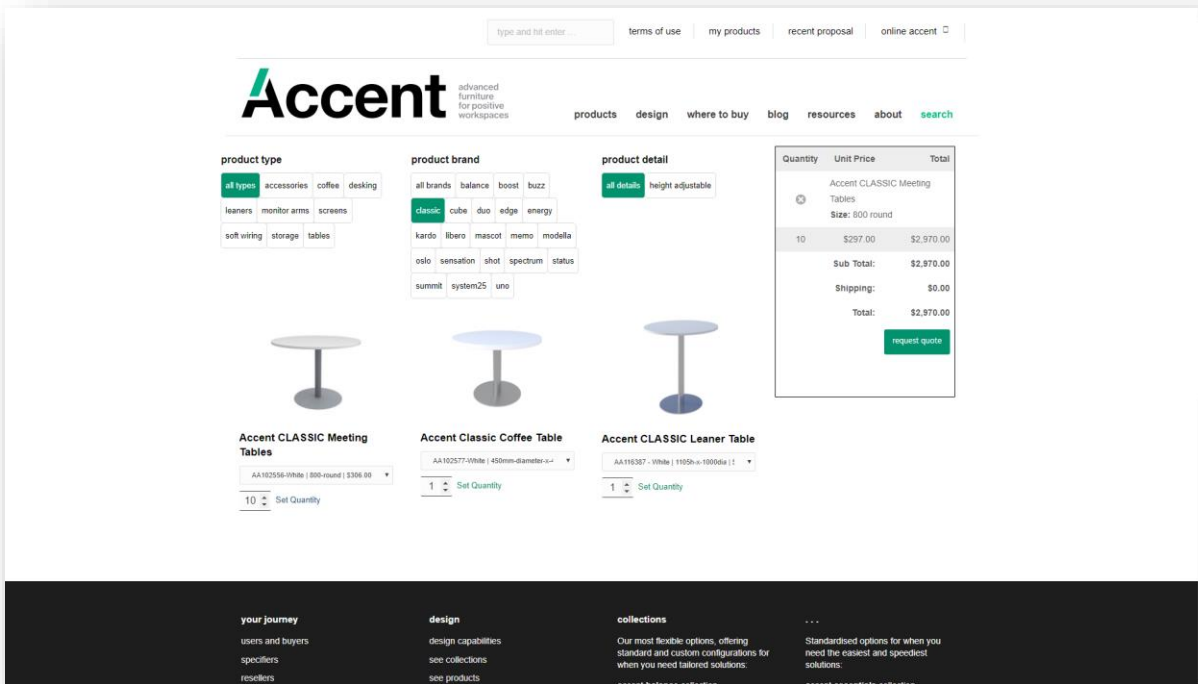2. Once the list is loaded it should look as below

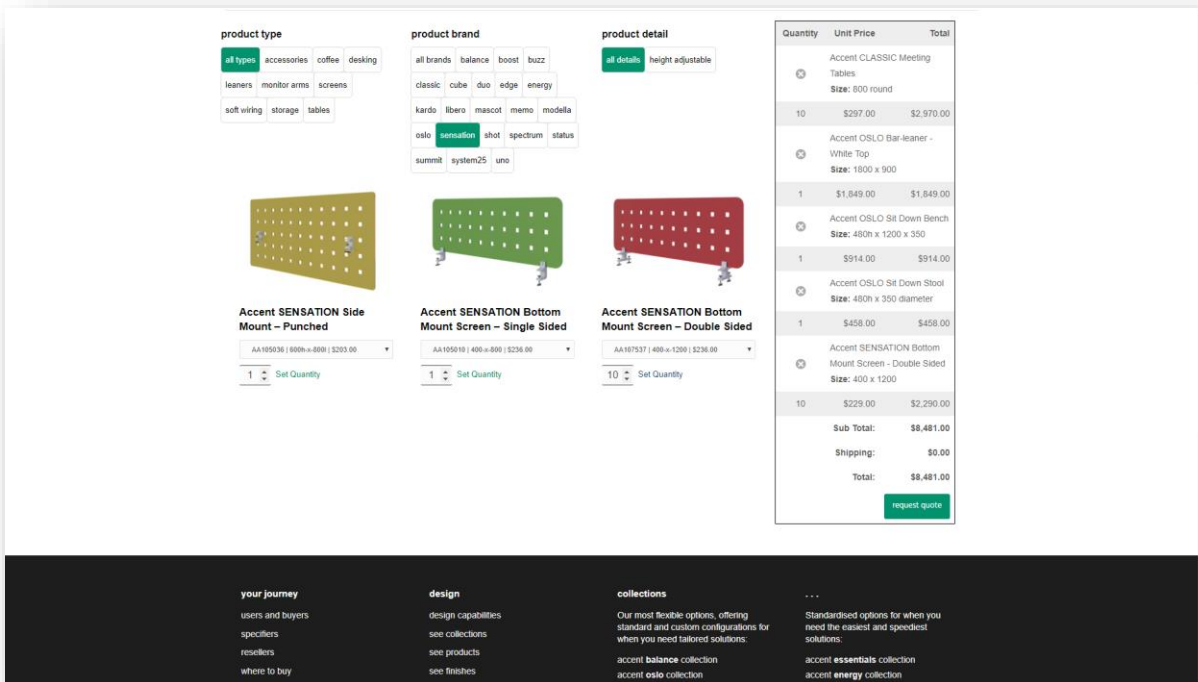3. Use the filter buttons to filter by product type, name or details.

4. Use the dropdown arrows to select the correct size and colour option from the list.
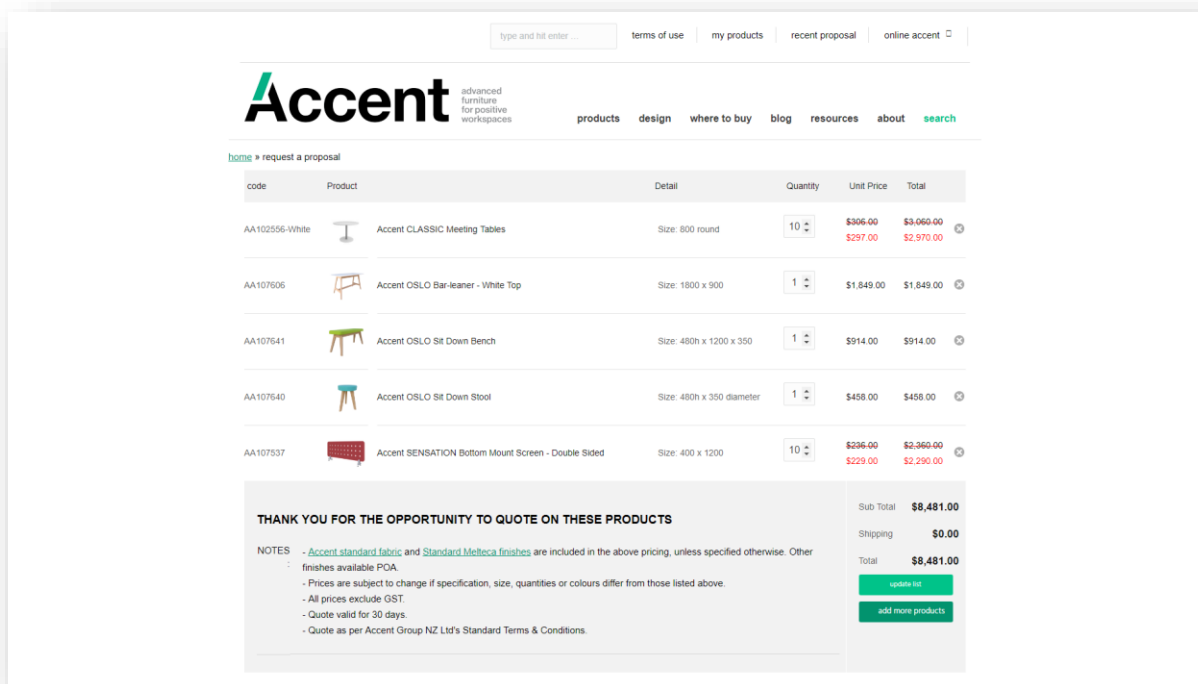
5. Change to your desired quantity and click Set Quantity. This will load the product into the cart. Note that with some products there is a quantity discount applied.
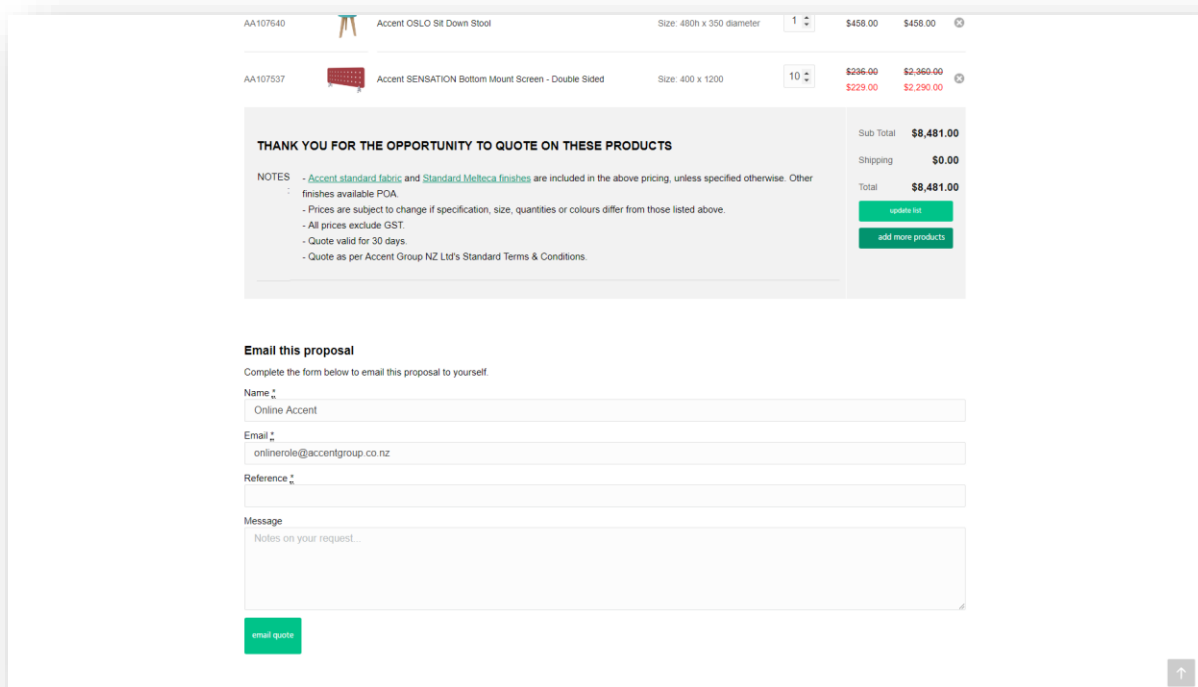

6. Continue filtering and adding products until you have what you need for the project.
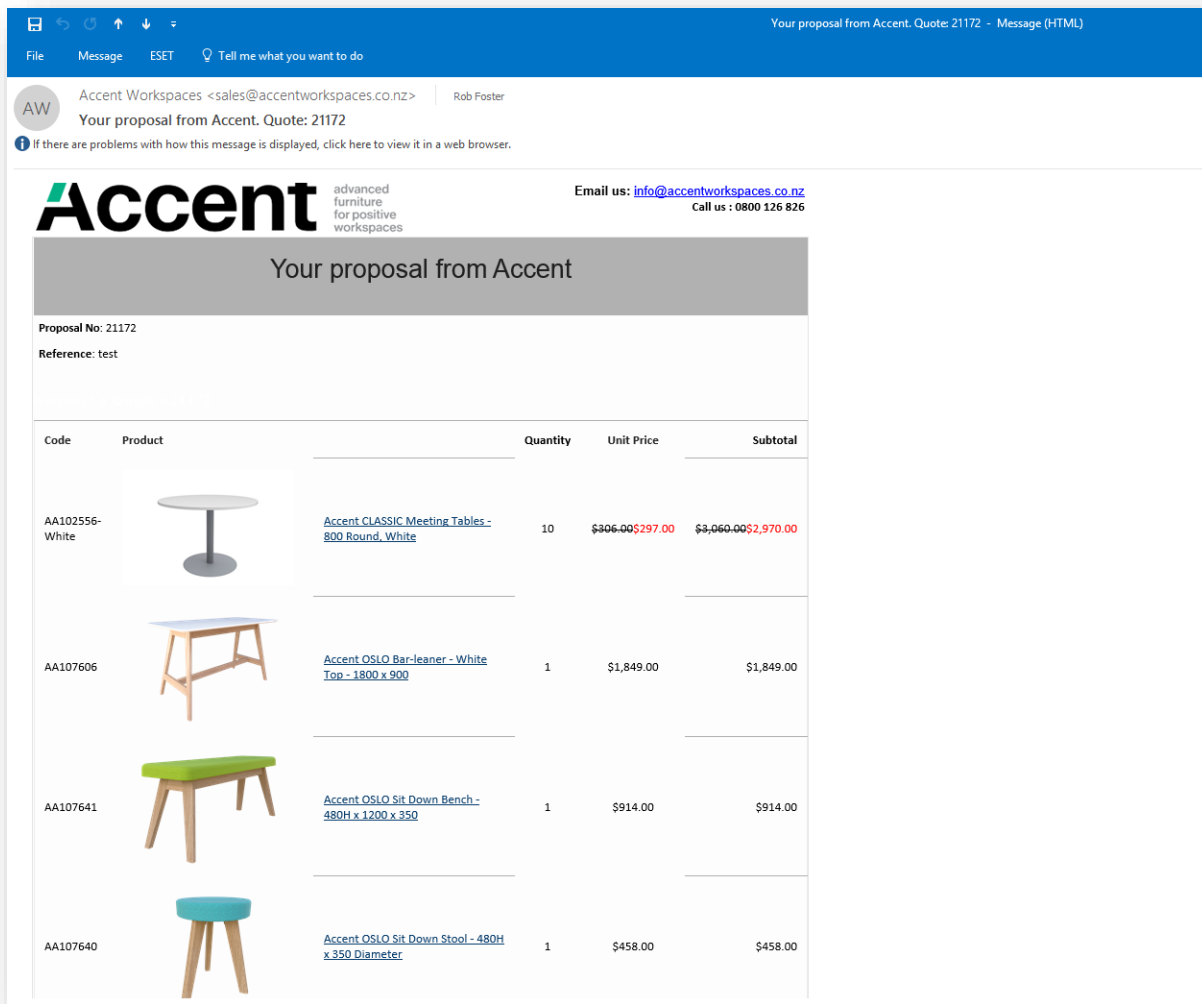
7. Click request quote at the bottom of the cart, and you will be directed through to the review page. Note you have links to the standard fabrics and Melteca finishes which the pricing covers.

8. Scroll down and type in further details to email the quote to yourself.

9. Click email quote and you will receive an email like this in your inbox. You can copy and paste the images to send to your client. There are links back to the product page for further information.

10. Load the list again for the next project by clicking the my products link.