

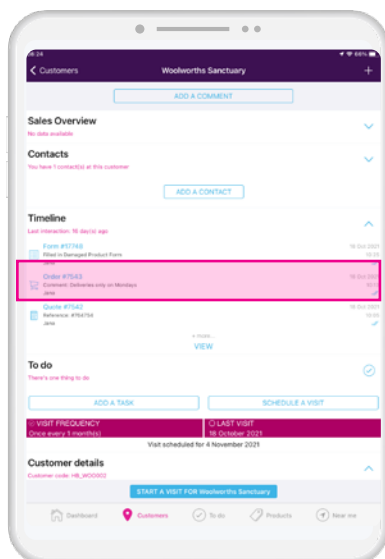
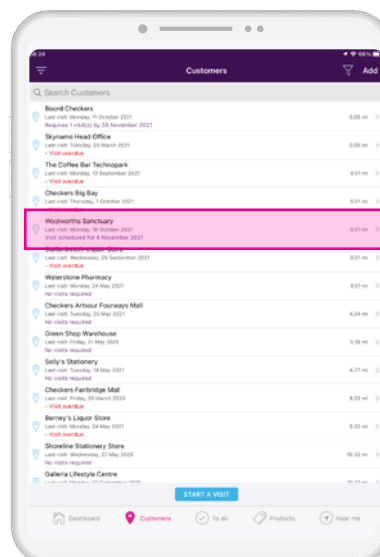
Printing and Sharing Features

Product Feature Focus

You can easily print/share Orders, Quotes or Credit requests directly from your device using Skynamo.

Finding your way around

Firstly, navigate to your customers page, and select the customer's profile who's Order, Quote or Credit request you would like to print or share.

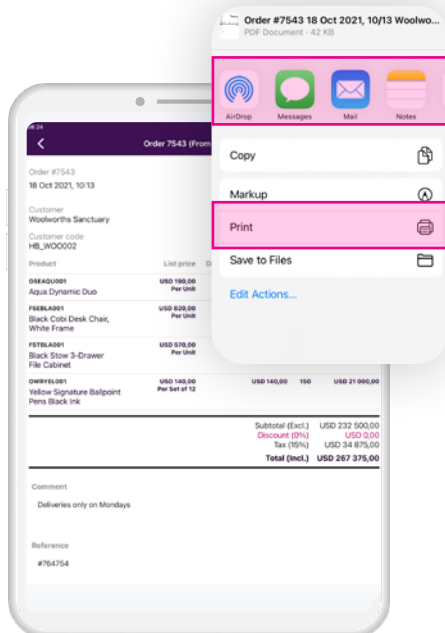
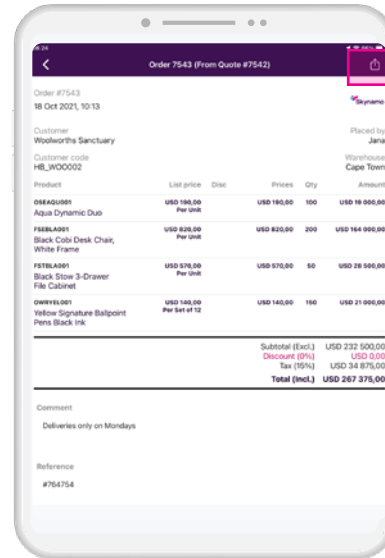


Selecting the order/quote

Once you have selected your customer, navigate to their Timeline, and select an Order or Quote.

Review before sharing

After selecting the correct Order or Quote, it will open up as shown here, so you can select the Printing/Sharing option at the top right.



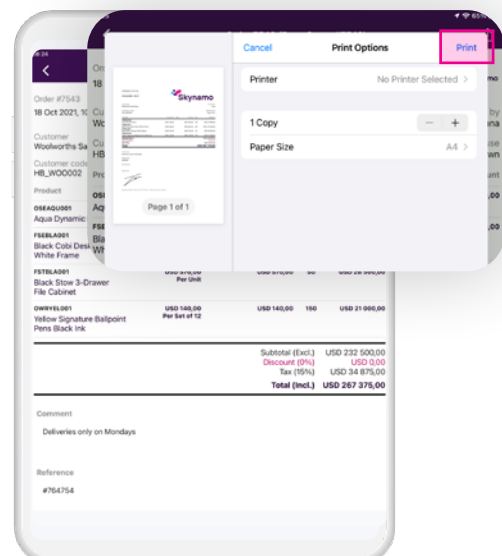
Take your pick

You can now choose from the following options on your device:

- Print (Select the appropriate printer you are using)
- Sharing the Order or Quote via e-mail or other options
- Saving the Order or Quote to your files etc.

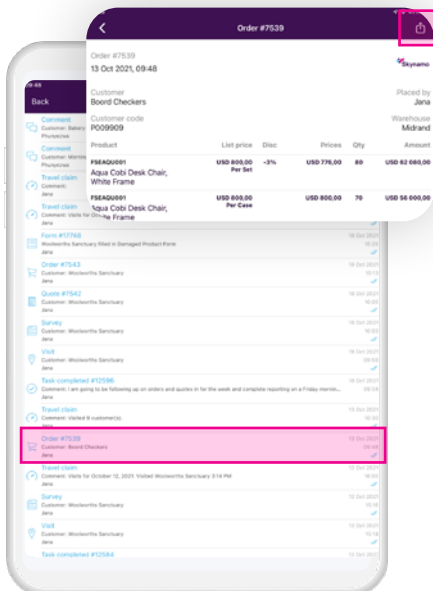
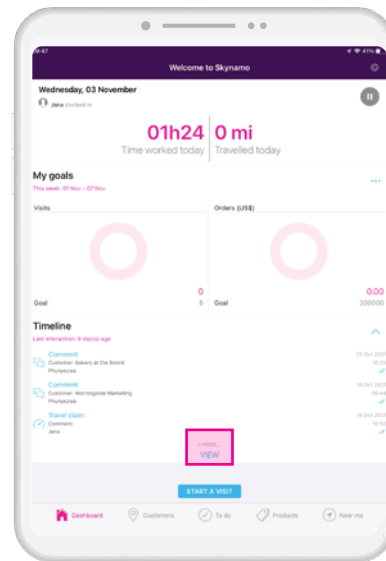
If you select print:

After selecting print, you will be able to select the printer, as well as see a preview of how the Order or Quote will be displayed, before selecting Print in the top right.



Access this from your Dashboard

You can also access these features from your Dashboard page. Start by clicking on the "View more" option at the bottom of your screen, to view your full Timeline.



Select the Order/Quote and action

From the Timeline select the Order or Quote you would like to print or share. This will open the Order or Quote, and you will have the same sharing option at the top right. etc.

If you have any queries or need assistance, please contact our support team by mailing support@skynamo.com