Web Tutorial: Changing Search Default Preferences

HENRY SCHEIN® MEDICAL

		HENRY SCH	EIN [®] Rely on Us ⁻	What can	we help you find? tems Purchased	Q	Menu	Shop	My Account	B
	$A \rightarrow$	Create an Online Account					Practice Analysis Tool		+	
		A / My Account / Preferences					Statements & Paym	+	[
		ORDERING / CHECKOUT PREFERENCES:					Orders			
							Reports	+		
How to change the default Search Method							My Profile		-	
		Express Checkout:					Oser ID/Password Contact Information			
							 Preferences 			
							Credit Cards			
Α.	Login.	Default Payment Met	hod: Bill On Account	T			Site Administration		+	
В.	Click My Account.	Defeult Objectus Mat					Custom Order Mess	ages	+	
_	· · · · · · · · · · · · · · · · · · ·	Derault Snipping Met	UPS Standard De	elivery •			Controlled Substan	ce Info	+	
C.	Expand My Profile (+/-).	Barcode Scanner: Set my Default ordering quantity equal to:					My PracticePRIVILE	GES		
D.	Click Preferences.	Last Quantity Ordered (if never ordered, a quantity of 1 will be used) Quantity equal to 1							I LOGOUT	1
E.	On "Default Search Method " click the	Note: The last unit of measure (UOM) ordered will be added when a scanned item is uploaded to your order. If the item was not ordere UOM may be modified when the item is in the cart.								
	drop-down arrow and choose the search	Important Information: Any quantity values scanned will override the default setting chosen above. Quantities can also be modified or								
	preferences from the menu. The default	ADDITIONAL PREFE								
	is Best Match.	Derault Language.								
		Default Specialty: Internal Medicine Note: Default specialty helps optimize your shopping experience.								
		Make the special	ty page my default start p	page						
		Default start page:	My Account •]						
	E Default Search Method: Best Match									
		Default Search Sort I	Contains (Fuzzy S Best Match Meth Begins With	Search)						
	Display Average Order Quantity									
		Default Page Layout	Standard •							
		Default Menu layout	(Left Navigation Menu)							
		Menu: Exp	pand 🔻							
		Labels: She	ow 🔻							