Incitec Pivot Fertilisers myIncitecPivot™



QUICK REFERENCE GUIDE

Create Offer (Straights, Blends, Liquids)

Learning Curriculum: ORDER/CONTRACT



Introduction

myIncitecPivot

1. Create an Offer (Straights, Blends, Liquids)

Who is this guide for?

Roles

Customer

Channels

All

What is this guide about?

As a customer, I will learn how to create an offer for straight products, blends and liquids. I am able to secure a price position for my required delivery window enabling me to quickly and easily meet my customers current and future requests.

Please note: System look and feel is subject to change and therefore may differ from shown in this quick reference guide.

Module 1 – Introduction to Create Offer (Straights, Blends, Liquids)



WHY I am learning

I am learning to create a contract for straight products, blends and liquids to quickly and easily secure a price position for the products required.



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WHAT I will learn

You will learn how to :

· Create an offer for straights, blends, and liquids

WHERE I am on this learning journey



Workstream Curriculum





To create an offer (straights, blends, liquids), follow these steps:

Step 1: Search and add a product to your offer-cart by clicking the offer icon. You can also add multiple products by selecting the checkbox next to the product then clicking '**Add to offer contract**'.

To learn how to search for products go to the **Product Search QRG**.

| ncitec Pivot Fertiliser | s | \bigcirc > Products | | | | | Custome | r. | Ship to/tank Calc | ulator: | | / 🛛 | 1 | |
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| Products | | Search by Product | by ingredients | Dy NEKS | | | | | | | | | | |
| 区 Offers | 1 | Plants | | | | Product name / Product ID | | | | | | | | |
| Contracts | | GI01 × | | | | ~ | Map Bulk | | | | Reset | Search | | |
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Note

The offer-cart should automatically pop-up when you add a product to it. If it does not, you can click the offer icon on the top right to open it.

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| Products | Plants | | | Product name / Product ID | | |
| Offers | ZDE1 😒 | | | Search by product name or ID | Reset | Search |



Create Offer (Straights, Blends, Liquids) – mylncitecPivot

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Step 2: Choose the validity period of the offer, quantity, and phasing for each product.

Note

Phasing must total 100%.

Tip! Ō

In the offer-cart, you can click anywhere on the product tile to collapse and expand the product information.

| Draft offer | × | Draft offer | | × |
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Step 5: If you want to add a contract to a product, click the add contract icon. If you do not want to add a contract, go to Step 8.

| ncitec Pivot Fert | tilisers | Contract offer | | | | | | | ي ° B |
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Step 4. Fill in your details

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Step 6: Select the checkbox of the existing straight contracts you wish to apply.

Step 7: Click 'Select'.

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| X | Customer | Ship to/Tank profile Mathoura Bulk G | 3020544400 N-Rich 32:10 Bulk | | | | Targe | et Quantity: 40.000 TO | | | | | |
| Ð | Grower | Ship to address | Valid from: 01/02/25 | | | | | | | | | | |
| | Corey Farms Ltd 🔹 | Contract number | Line | Valid from | Valid to | Available QTY | Contracted price | | | | | | |
| Ä | | | Dap Bulk: Apply 10.000 TO | | | | | | | | | | |
| 5 | 3 products | 6426789 | 10 | 20/10/24 | 30/05/25 | 102.000 то | \$ 600.00/ то | Confirm de | tails and submit | for offer. | Create offer | | |
| | Product | 33333333 | 10 | 5/8/24 | 30/05/25 | 40.000 то | \$ 750.00/ то | | | | | | |
| | 12345628201 CB0012345 25KG | | Granular Urea Bulk: Apply 30 | .000 то | December | January | February | 0 4 | | | | | |
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Step 8: Click 'Create offer'.

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Step 9: Once your offer has been confirmed, you can choose to accept or decline it. To learn more about accepting or declining an offer go to the <u>Accept/Decline an Offer QRG.</u>

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| ۵ | ← | Offer 1019 | 95000 | Pending | Acceptan | e | | | | | | | | | | |
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| X | Customer Ship to/Tank profi | | | | | Contract number | | | | | | | Offer expiry date and time 21/02/2025 01:57 PM | | | ₹ |
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| [a] | | P | Barris I.B. | Diana | 0 | | | W -1144 | 7 | | - | | | Weber to at 1997 | | |
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Need further assistance?

Email the myIncitecPivot Customer Experience team at myIncitecPivot@incitecpivot.com.au or call 1800 009 832.



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