

WELCOME TO PJ PLATINUM!

CONTACT US:  ONLINE pjpower.com  PHONE 800-310-4907  EMAIL pjplatinum@pjpower.com

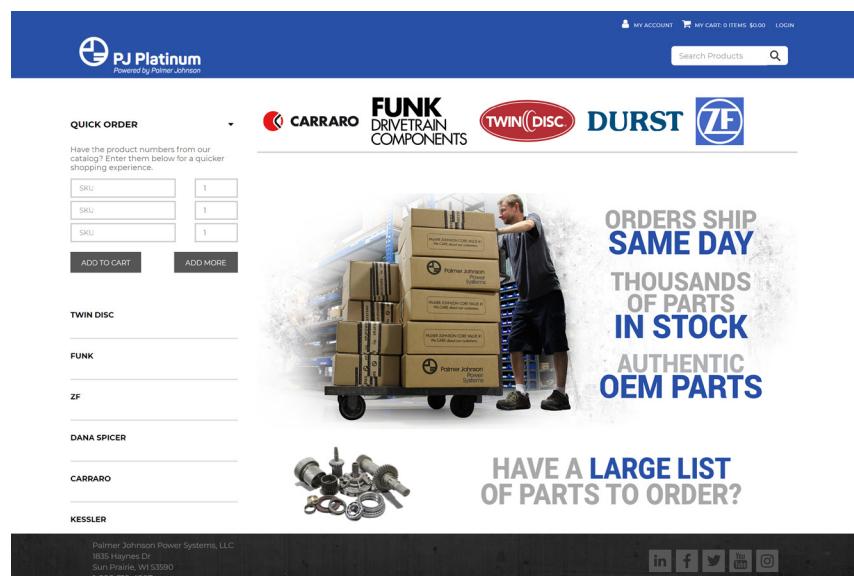
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GETTING STARTED

- 1.** Go to: <https://shop.pjpower.com>
- 2.** Save link as a favorite in your browser.



The screenshot shows the PJ Platinum website homepage. At the top, there's a navigation bar with links for 'MY ACCOUNT', 'MY CART: 0 ITEMS \$0.00', and 'LOG IN'. A search bar with a magnifying glass icon is also present. Below the navigation, there are several brand logos: CARRARO, FUNK DRIVE TRAIN COMPONENTS, TWIN DISC, and DURST ZF. To the right, there's a large image of a person pushing a hand truck loaded with cardboard boxes, with text overlaying it: 'ORDERS SHIP SAME DAY', 'THOUSANDS OF PARTS IN STOCK', and 'AUTHENTIC OEM PARTS'. On the left side of the page, there are sections for 'QUICK ORDER' (with fields for SKU and quantity), 'TWIN DISC', 'FUNK', 'ZF', 'DANA SPICER', 'CARRARO', and 'KESSLER'. At the bottom, there's a footer with the company address 'Palmer Johnson Power Systems, LLC 1835 Haynes Dr Sun Prairie, WI 53590 1-800-310-4907' and social media icons for LinkedIn, Facebook, Twitter, YouTube, and Instagram.

CREATE AN ACCOUNT

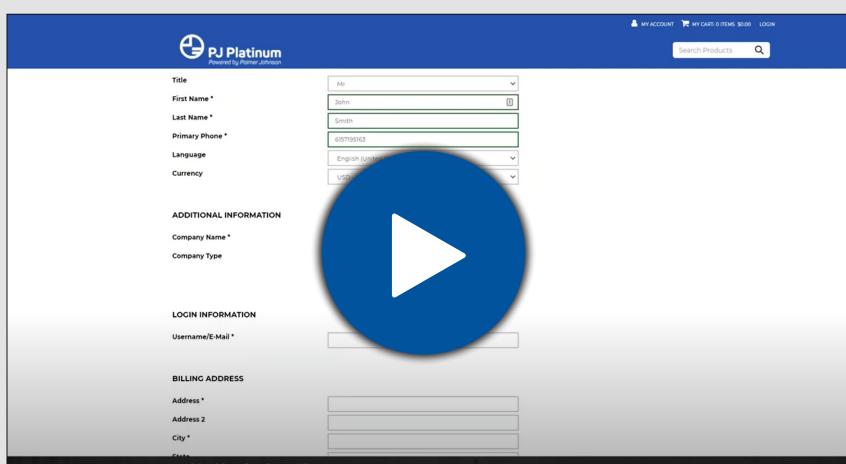
CURRENT CUSTOMER

1. To link to your current account with your current pricing, please contact our E-commerce team at 800-310-4907 or pjplatinum@pjpower.com to get set up with a username for PJ Platinum.



NEW CUSTOMER

1. Click LOG IN on upper right of screen
2. Click CREATE AN ACCOUNT
3. Fill out all PERSONAL INFORMATION and hit SUBMIT (asterisks (*) are required fields)

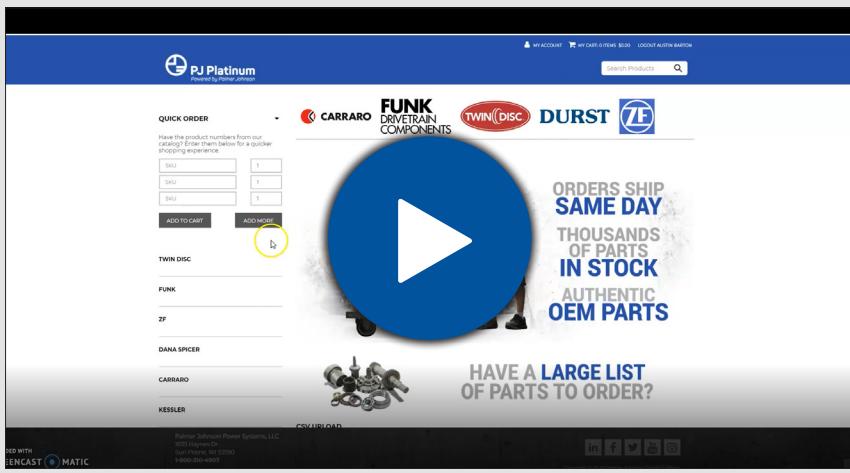
A screenshot of the PJ Platinum website sign-up page. At the top right, there are links for 'MY ACCOUNT', 'MY CART 0 ITEMS \$0.00', and 'LOG IN'. A search bar with the placeholder 'Search Products' and a magnifying glass icon is located at the top right. Below the header, there's a 'SIGN UP TO PJ PLATINUM' section with the text: 'By creating an account with PJ Platinum, you will be able to move through the checkout process faster, store multiple shipping addresses, view and track your orders in your account and more.' A green-bordered button labeled 'CREATE AN ACCOUNT' is highlighted. Below this, there's an 'EXISTING CUSTOMER' section with a 'LOG IN' button. The main form area has fields for 'Username/E-Mail *' and 'Password *'. At the bottom, there's a 'Forgot Your Password?' link. To the right, there are sections for 'BILLING ADDRESS' and 'SHIPPING ADDRESS', each with fields for Address, City, State, Postal Code, and Country, with dropdown menus for State and Country.

CREATE AN ACCOUNT VIDEO TUTORIAL

QUICK ORDER

1. On the homepage of PJ Platinum, you'll find the **QUICK ORDER** section in the upper left-hand corner
2. Enter the manufacturer part number in the left column and quantity requested in the right. (Tip: You can use tab to easily navigate the columns)
3. The **ADD MORE** button will add an additional three rows every time you select it.
4. Once all parts are added selecting the "Add To Cart" button will move them to your cart where you can see pricing and availability.

The screenshot shows two versions of a 'QUICK ORDER' form. The left version is a smaller modal window, and the right version is a larger, more detailed view. Both forms have a header with the PJ Platinum logo and 'Powered by Palmer Johnson'. The main area contains a heading 'QUICK ORDER' and a sub-instruction: 'Have the product numbers from our catalog? Enter them below for a quicker shopping experience.' Below this are input fields for part numbers and quantities. The left form has three rows: YZ106688 (1), F65121 (2), and SKU (1). The right form has five rows: YZ106688 (1), F65121 (2), SKU (1), SKU (1), and SKU (1). At the bottom of each form are 'ADD TO CART' and 'ADD MORE' buttons. In the right version, the 'ADD MORE' button is highlighted with a green border.



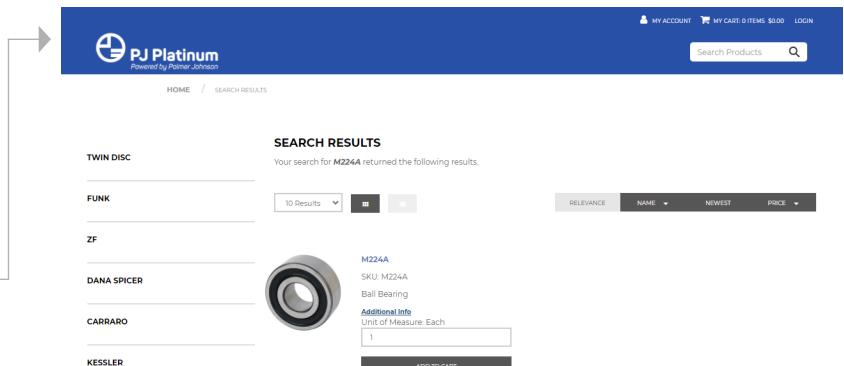
QUICK ORDER VIDEO TUTORIAL

SEARCH PRODUCT

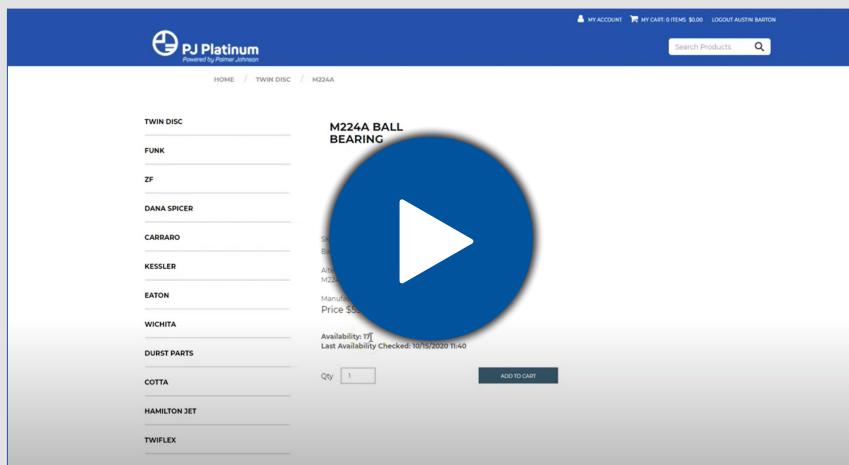
1. Type the part number in the search bar and hit ENTER



2. Search results will appear once the page loads. From there, you can sort the results, add what you need to your cart, click on the part number for availability information and pricing, or view ADDITIONAL INFO or more information



3. Use the search bar to find your next part.



SEARCH PRODUCT VIDEO TUTORIAL

CSV UPLOAD

1.

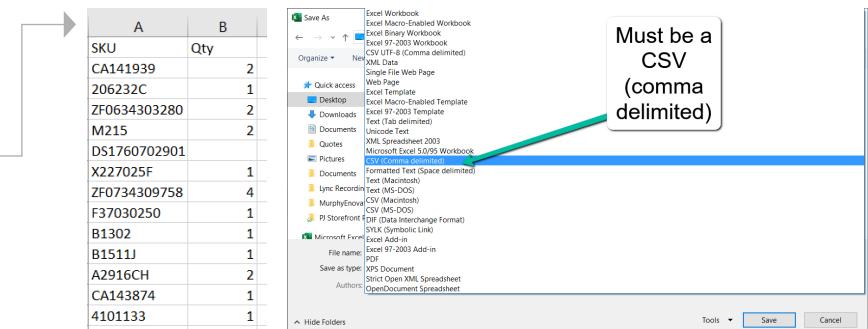
Have your data formatted correctly. File must be a CSV and two columns—headers are SKU and Qty.

2.

Once logged into your account, upload your file using the **CHOOSE FILE** and **UPLOAD** buttons located near the bottom of the homepage.

3.

After a few seconds, you will get a message that your card was successfully uploaded and you can view the items in your cart by clicking **MY CART** in the upper right-hand corner.



The screenshot illustrates the process of uploading a CSV file to the PJ Platinum website. It shows the following sequence:

- Step 1:** A table with columns A and B (SKU and Qty) is shown, representing the required CSV format.
- Step 2:** The PJ Platinum homepage is displayed. The "CSV UPLOAD" section includes a "Choose File" button (highlighted with a green box) and an "UPLOAD" button (also highlighted with a green box).
- Step 3:** A success message "Your cart was successfully uploaded." is shown, followed by the shopping cart page displaying the uploaded item (SKU 4101133).

The screenshot shows the PJ Platinum contact information form. It includes fields for First Name, Last Name, Phone, and various mailing address fields (Street, City, State, Country, Zip). A large blue play button icon is overlaid on the form.

CSV UPLOAD VIDEO TUTORIAL



Palmer Johnson
Power Systems

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MY ACCOUNT

1. You can access My Account from anywhere in PJ Platinum by clicking MY ACCOUNT in the upper right-hand corner.

2. A number of options are available in the right-side menu. If you have any questions, please contact the PJ customer support team.

The screenshot shows the PJ Platinum account interface. At the top, there's a navigation bar with links for 'MY ACCOUNT', 'MY CART: 20 ITEMS \$2,023.49', and 'LOGOUT DARLA DINKLE'. Below the navigation is a search bar labeled 'Search Products' with a magnifying glass icon. On the right, a sidebar titled 'MY ACCOUNT' contains sections for 'CONTACT INFORMATION', 'CHANGE PASSWORD', 'MY CARTS', and 'MY ORDERS', with 'CONTACT INFORMATION' highlighted by a green border. The main content area is titled 'PROFILE' and includes a section for 'ACCOUNT INFORMATION' with details like company name, account group, and phone number.

This screenshot shows the 'CONTACT INFORMATION' form within the PJ Platinum account. It includes fields for First Name, Last Name, and Phone, all of which are filled with placeholder text. Below these are sections for 'Contact Mailing Address' and 'Other Address'. The 'Contact Mailing Address' section contains fields for Mailing Street, City, State, Country, and Zip, all of which are populated with sample data. A large blue play button is overlaid in the center of the form area.

MY ACCOUNT VIDEO TUTORIAL

MY CART

1. Once parts have been added to your cart, click on **MY CART** in the upper right-hand corner.

2. In My Cart you can see the part description, manufacturer, availability, pricing, and if available a picture.

3. In addition to the information available in **MY CART**, there are several buttons and functions.

- a. Continue Shopping—takes you back to main/home screen
- b. Apply Promo Code—apply any promo codes you have received to your order
- c. Update—if quantities are changed, use the Update button to save and update
- d. Email Cart—email a pdf of the cart
- e. Request Availability—expanded on in a separate video
- f. Generate Quote PDF—shows a preview of the pdf quote that can be downloaded
- g. Refresh Availability—click to get the latest availability in our warehouses
- h. Checkout—to proceed with placing your order

4. Other functions available for carts are located under the **My Account > My Carts**. Here you can clone, rename, and delete entire carts.

B1535C
SKU: B1535C
Cotter Disc
Manufacturer: Twin Disc
Availability: 225
Last Availability Checked: 10/10/2020 9:29
Additional Info | Comments
DELETE

1016967
SKU: 1016967
Center Disc
Manufacturer: Twin Disc
Availability: 5
Last Availability Checked: 10/10/2020 9:29
Additional Info | Comments
DELETE

CONTINUE SHOPPING | APPLY PROMO CODE | UPDATE | EMAIL CART
Subtotal: \$423.88

CONTINUE SHOPPING | APPLY PROMO CODE | UPDATE | EMAIL CART
Subtotal: \$423.88

Show Itemized Pricing
Service Job
REQUEST AVAILABILITY | GENERATE QUOTE PDF | REFRESH AVAILABILITY | CHECKOUT

Cart Name	Last Update	Sub Amount	Actions
clone-PO 1016967	10/10/2020 11:54 AM	\$423.88	CLONE RENAME DELETE
PO 1016967	10/10/2020 11:54 AM	\$423.88	CLONE RENAME DELETE

First click "My Account"
MY ACCOUNT | MY CARTS | ITEMS | SALES | LOGOUT DAVID SMITH
Search Products |

CONTACT INFORMATION
CHANGE PASSWORD
MY CARTS
MY ORDERS

Then "My Cart"

MY ACCOUNT | MY CARTS | ITEMS | SALES | LOGOUT AUSTIN BARTON
Search Products |

MY CARTS

Cart Name	Last Update	Sub Amount	Actions
Job1	9/24/2020 3:24 PM	\$26613	

CONTACT INFORMATION
CHANGE PASSWORD
MY CARTS
MY ORDERS

PLAY

MY CART VIDEO TUTORIAL

REQUEST AVAILABILITY

1. If any parts are showing temporarily out of stock you can request it right from within your cart by clicking “Request Availability”. After a few moments a pop-up will let you know the request has been sent to the PJ Platinum team.

shop.pjpower.com says
Your request has been sent.

OK

ACCOUNT MY CART 2 ITEMS \$1454.62 LOGOUT DARIA A DINKLE

Search Products

Total \$420.64

Price \$722.98
Total \$722.98

CONTINUE SHOPPING APPLY PROMO CODE UPDATE EMAIL CART Subtotal: \$1,143.62

Show Itemized Pricing Service Job REQUEST AVAILABILITY GENERATE QUOTE PDF REFRESH AVAILABILITY CHECKOUT

2. You'll receive an email to let you know the team has received your request and once the lead times have been updated you will receive a second email. At that time you can jump back into your cart and availability will be displayed in the “Comments” section next to the temporarily out of stock items.

SP211C004

SHOPPING CART

Sort: Name SKU Date Added

1016967

SKU 1016967 Center Plate Manufacturer:

Availability: 5 Last Availability Checked: 10/20/2020 10:13

Additional Info | Comments

DELETE

SP211C004

SKU SP211C004 SP211 1.62TA D MD1 S784 Manufacturer:

Availability: TEMPORARILY OUT OF STOCK

Please call or email 1-800-310-4907 | sales@pjpower.com Last Availability Checked: 10/20/2020 10:13

Additional Info Comments

DELETE

SAVE

SP211C004
SP211 1.62TA D MD1 S784

Additional Comments: 1 week factory lead time

MY ACCOUNT MY CART 11 ITEMS \$2661.33 LOGOUT AUSTIN BARTON

Search Products

MY CARTS

Cart Name	Last Update	Sub Amount	Actions
Job1	9/24/2020 3:24 PM	\$2661.33	

REQUEST AVAILABILITY VIDEO TUTORIAL

PLACING AN ORDER

1. After all parts are in your cart, click the "Checkout" button in the lower right-hand corner.

2. There are a few screens to fill out information such as contact information, billing and shipping address, and carrier/shipping information. Then you proceed to order review and payment. Customers with terms will have the option to enter a purchase order, if your account does not have terms, you can enter a credit card number.

3. Once payment has been processed you will see the order confirmation screen with an order number and a link to your order history where you can check the status anytime.

PJ Platinum
Powered by Palmer Johnson

Search Products

1016967
Center Plate
Manufacturer: Twin Disc

Availability: 5
Last Availability Checked: 10/20/2020 10:34
Additional Info | Comments

SP21C004
SKU SP21C004
SP21162TA.D.M01 5784
Manufacturer:

Availability: TEMPORARILY OUT OF STOCK
Please call or email 1-800-330-4907 | sales@pjpower.com
Last Availability Checked: 10/20/2020 10:34
Additional Info | Comments

CONTINUE SHOPPING
 Show Itemized Pricing Service Job

Subtotal: \$1,143.62

MY ACCOUNT MY CART: 2 ITEMS \$1143.62

USER INFORMATION ORDER REVIEW PAYMENT ORDER COMPLETE

CONTACT INFORMATION

First Name: Austin Last Name: Barton Primary Phone: Email: austinbarton7272@gmail.com

BILLING ADDRESS

Address: 954 Rockefeller Ln City: MADISON State: Wisconsin Postal Code: 53704

SHIPMENT INFORMATION

Carrier: (0853) UPS Freight Shipping Notes:

PLACING AN ORDER VIDEO TUTORIAL