





# Online Vendor Setup Instructions

# **ESTIMATING AND ORDERING**

#### PHONE: 877-529-6789

#### EMAIL: SALES@ALLSTARAUTOLIGHTS.COM SEND THE VIN, PART NEEDED, AND SHOP INFORMATION

All Star is available on estimating and ordering platforms! Eliminate the need to call or email by using the following systems:

SCLERA | APU Solutions







**STEP 1:** In CCC<sup>®</sup> Estimating, click on the **Action Center**.



**STEP 2:** The Action Center website (cccone.com/action-center) will open in the default internet browser. From **Network Profile**, select **Vendors** and choose the vendor in **Action Items: Vendors**, click **Activate**.





## **ACTION CENTER VENDOR CONFIGURATION** (continued)

**STEP 3: Vendor Activated** confirmation window will briefly appear prior to transitioning to the next Action Item.



**STEP 4:** CCC<sup>®</sup> Repair Workflow shops will be notified in Action Items for preferred vendor configuration. Click **Set Preferred** to update vendor as preferred.

Action items: Vendors	Action required X Would you like to make All Star Auto Parts a preferred vendor?
Would you like to make All Star Auto Parts     a preferred vendor?	All Star Auto Parts 2966 Commerce Park Drive Suite 300 Orlando, FL 32819
	SET PREFERRED
	BENEFITS <ul> <li>Real-time quotes from the dealer when adding OEM parts to your estimates</li> <li>Quick order support for all OEM parts when using checkout</li> <li>Insure preferred vendor is automatically used for specified makes</li> </ul>
	LEARN MORE A



**STEP 5: Preferred Vendor** confirmation window will briefly appear prior to transitioning to the next Action Item.



**STEP 6:** To view current Vendors, click menu and select **Settings** then **Vendors**.





#### **STEP 1:** Open CCC ONE and click **View > Vendors**



#### STEP 2: Click Add

÷	Settings > Vendors Vendors										
	1			۹					Status = Active only	× + Add filte	)
	+ Add									₹↓ Sort by: \	/endor Name
	ACTIVE VENDOR NAME	OEM	RECY	A/M	RECOND	OPT OEM	PRIMARY PHONE	ADDRESS	SERVICES	DISC %	ISSUES
	All Star Auto Lights			•	•	•	(407) 271-8949		Parts and Sublet	35.0	
	All Star Auto Lights F	L •	•				(407) 271-8949	300 W Grant St, Orlando,	Parts and Sublet	35.0	



**STEP 3:** Click **Add filter** and select Part Type - **Aftermarket.** Type *All Star Auto Parts* in the search box. Select the entry with the Green bar to the left of the name and click **OK**.

Settings > Vendo	• Vendors <b>rs</b>								
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ACTIVE	VENDOR NAI	V	5.00					optional option	
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•	All Star Aut	All Star Auto Lights - MI	ROMULUS					Recycled	
		All Star Auto Lights - NC	KANNAPOLIS						
•	Brock Supp	All Star Auto Lights - PA	HAPPISBURG						
	Keystone -	All Stal Auto Lights - FA	HARRISBORG						
		All Star Auto Lights -TX	SAN ANTO						~
•	Keystone -	<						5 suggested values	>
	Keystone -	NEW VENDOR				_		- OK	CANCEL
								5	



**STEP 4:** The Vendor entry's Edit page will open. Scroll down to the '**ORDERS**' section. Set **Discount** % to 35.0. Set **Expected delivery** days.

https://www.cccone.com/settings/vendors/29	968021 🔎 👻 🔒 🖒 🧭 Edit Vendor   CCC ONE	×		
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35.0	1 day	- On Account		
Purchase order footer				
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Restock % *	Restock flat fee \$ *			
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NOTIFICATIONS Order notifications: Disabled	<u>0.00</u>			



**STEP 5:** CCC ONE Repair Workflow shops should also have an option to set this entry as **Preferred**. Click the **Locations** tab, select all, and click **Preferred**. Click **Save**.

Settings > Vendor	rs > Edit Vendor • Lights		
VENDOR LOCA	ATIONS	ļ	Total active locations: 23
+ Add 📋	Remove * Preferred O Not Preferred		Sort by: Location Name 🛛 🖓 Filter: All
2 D LOCATION	ID LOCATION NAME	STATE PRI	FERRED DATE ADDED
		CA	8/14/2019 7:37 AM
		CA 🔶 Pre	ferred 11/30/2015 1:37 PM
		CA 🌟 Pre	ferred 11/30/2015 1:37 PM
		CA 🔶 Pre	ferred 11/30/2015 1:37 PM
_		c)	4 44/00/2015 4:22 DM

*NOTE*: This Aftermarket / Reconditioned parts vendor entry can be used for any zip code, regardless of its name or address details.

For Recycled parts, MSOs may need to repeat the steps on the next page for its other locations and select a different Recycled parts warehouse location that is closer to their location.



#### **STEP 1:** Click Add

~	Settings > Vendors Vendors										
				۹					Status = Active only	× + Add fi	lter
(	+ Add									₹↓ Sort b	v: Vendor Name
	ACTIVE VENDOR NAME	OEM	RECY	A/M	RECOND	OPT OEM	PRIMARY PHONE	ADDRESS	SERVICES	DISC %	ISSUES
	All Star Auto L	ights o		٠	•	•	(407) 271-8949		Parts and Sublet	35.0	
	All Star Auto L	ights FL 0	•	0			(407) 271-8949	300 W Grant St. Orlando,	Parts and Sublet	35.0	

**STEP 2:** Click **Add filter** and select *Part Type* - **Recycled**. Type *All Star Auto Parts* in the search box. Select the entry with the Green bar to the left of the name and click **OK**.

all star auto lights 3	J		×		Status	= Inactive	× + Add filter	
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II Star Auto Lights TX	San Antonio	0	٠					
sults						_	D suggested values	_



**STEP 3:** The Vendor entry's Edit page will open. Scroll down to the '*ORDERS*' section. Set **Discount** % to 35.0. Set **Expected delivery** days. Click **Save**.

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https://www.cccone.com/settings/vend	ors/2968021 🔎 👻 🗎 🖉 🏉 Edit Vendor   CCC ON	EX	fi 🛪 🎗
$\mathbf{v}$			
ORDERS			
2 Discount % * 35.0	3 Expected delivery	Default payment type     On Account	لے
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			V
Account Number	Terms " O	Rebate % *	
Restock % *	Restock flat fee \$ "		
0	0.00		
NOTIFICATIONS			
Order notifications: Disabled			
		<u> </u>	
		4	SAVE CANCEL

*Note*: This Salvage yard / Recycled parts vendor entry is specific for its delivery zip codes.



**STEP 4:** *CCC ONE Repair Workflow* shops should also have an option to set this entry as **Preferred**. Click the **Locations** tab, select all, click **Preferred**, and **Save**. IMPORTANT: Close and re-open CCC ONE before electronic ordering will work.

Settings > Vendors > Edit	Vendor S		
1 VENDOR LOCATIONS	3	Ţ	Total active locations: 23
+ Add 🗍 Remove	e 🔺 Preferred 🛇 Not Preferred		Sort by: Location Name 🛛 🖓 Filter: All
2 D LOCATION ID	LOCATION NAME	STATE PRI	FERRED DATE ADDED
	UCINERIT PD-A	CA	8/14/2019 7:37 AM
		CA 🛨 Pre	ferred 11/30/2015 1:37 PM
		CA 🛨 Pre	ferred 11/30/2015 1:37 PM
		CA 🛨 Pre	ferred 11/30/2015 1:37 PM
		ca 🔺 0	44/00/0045 4-07 DM



### **SETUP INSTRUCTIONS**

TEP 1:	PARTSTRADER	Search	Q	Home	Profile	Activity	Reports
	My Company	My Profile	My Alerts				
	'ou are here: • Home •	Profile + My Comp	any	0003635		00335570	
	My Company	v					

Once logged in, click "Profile" at the top of the page.

**STEP 2:** 



On the left-hand sidebar, click "Preferred Suppliers"

STEP 3:



Type "All Star" in the search bar and select to add as a supplier.



Email Brent McKinney at bmckinney@opstrax.com Copy the shop on the email for communication

# **ONLINE ORDERING SUPPORT**

#### PartsTrader Support

Phone: 855-932-7278 Email: support@partstrader.us.com Contact: Damian Entrician Business Development Executive (312) 618-4895

### <u>OPS Support</u>

Phone: 877-873-8729 Email: Support@opstrax.com Contacts: Mike Doughtie Tech Support 713-875-4827 mdoughtie@opstrax.com

Brent McKinney Customer Setup bmckinney@opstrax.com

#### <u>CCC Support</u>

Phone: 855-874-4404 Email: support@cccis.com Contacts: BJ Riddle Network Parts Manager (Aftermarket) 708-860-8448 rriddle@cccis.com

Jackie Sansolo Regional Business Manager (OEM) jsansolo@cccis.com



# NEW LOCATIONS MORE SELECTION FASTER SERVICE RECEIVE YOUR ALL STAR AUTO PARTS ASAP!

# **ORDER FROM ALL STAR TODAY!**





sales@allstarautoparts.com

allstarautoparts.com