




ESP Quick Tip #73: Create Select-A-Search with Products from a Single Supplier

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When creating a Select-A-Search for use on an ESP Websites and/or Company Store, you may want to feature products from a specific supplier. To do this, log into ESP Web, click on the Websites Admin tab, and then click on Products from the main toolbar. From the product search, take the following steps:

1. Enter all or part of the Supplier's ASI number in the search box and click on Go.

Quick Search

☐  1234 ☐ Search within

2. In the Narrow Results section, click on the Supplier's name from the Supplier section.

Narrow Results

► **Category**

► **Price**

► **Market**

▼ **Supplier**

ASI Corporate (asi/123456) (4)

ASI Supplier 1 (asi/12345) (1)

ASI Supplier 2 (asi/12346) (43)

ASI Supplier 3 (asi/12347) (1)

► **Preferred Rank**

► **Supplier Rating**

3. Above the Narrow Results area in the Your Search Terms box, uncheck the initial search term to remove that criteria.

Your Search Terms

Search Terms

☒ 1234

[Remove Criteria](#)

Supplier

☒ ASI Corporate (asi/1...

[Clear All](#)

[Save Search](#)

- Click on the Save Search link.

Your Search Terms

Supplier

☒ ASI Corporate (asi/1...

[Clear All](#)

[Save Search](#)

- In the Save your Select-A-Search box, type a name for this Select-A-Search and then click on Save.

Save your Select-A-Search

ASI Corporate Products [Save](#)

Name ▲	Actions
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The Select-A-Search will now be available for use on an ESP Website and/or Company Store.