

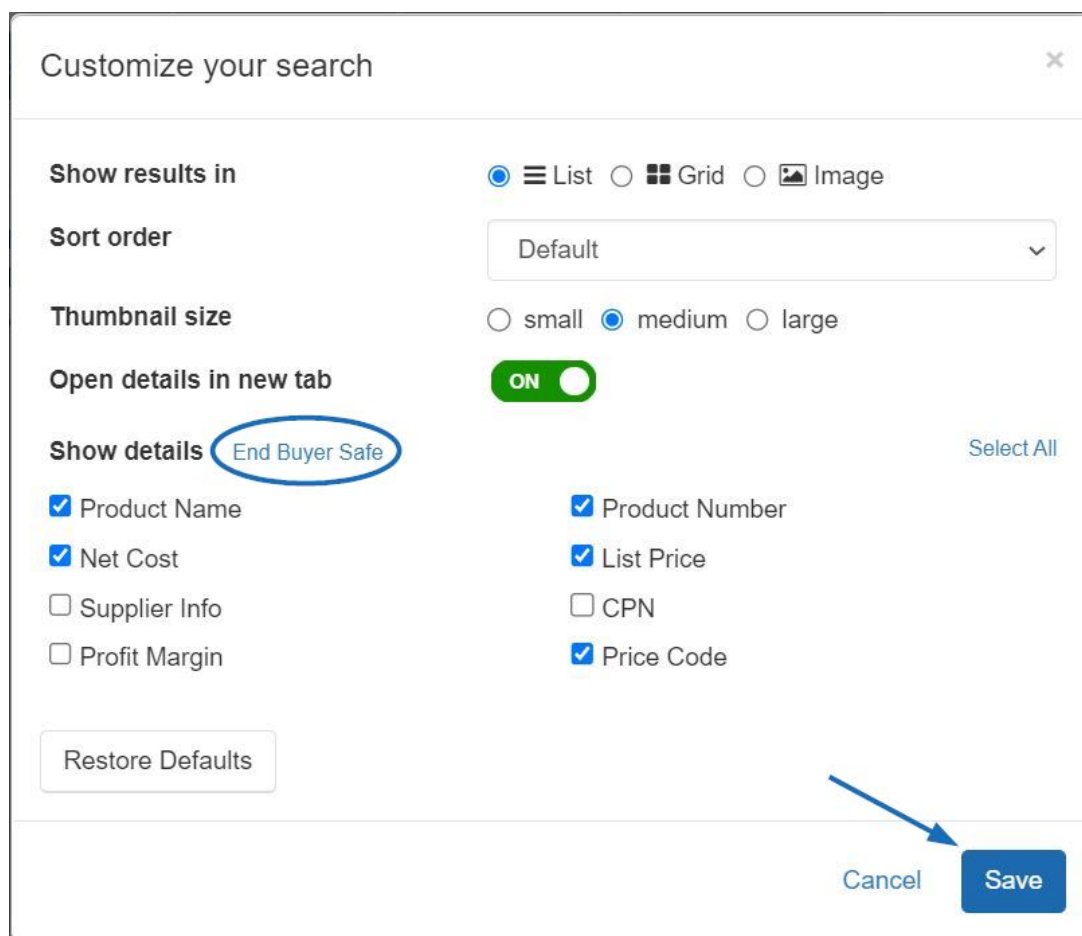
ESP Quick Tip #36: Customize Search Results

2022-05-19 - Jennifer M - ESP Quick Tips

When viewing product search results, you can control which fields are displayed. After logging into ESP and doing a search, click on the Customize Results link.



In the Customize your search window, there are options to select a default view, specific fields, and a link to make results end buyer safe. Clicking on the End Buyer Safe link in this window will remove the product number, net cost, and supplier information.

A screenshot of the 'Customize your search' pop-up window. The window has a title bar with a close button. Inside, there are several sections: 'Show results in' with radio buttons for List (selected), Grid, and Image; 'Sort order' with a dropdown menu set to 'Default'; 'Thumbnail size' with radio buttons for small, medium (selected), and large; 'Open details in new tab' with a green 'ON' toggle switch; 'Show details' with a link 'End Buyer Safe' circled in blue and a 'Select All' link; a list of checkboxes for fields to display: Product Name, Net Cost, Supplier Info, Profit Margin, Product Number, List Price, CPN, and Price Code (all checked except Supplier Info and CPN); a 'Restore Defaults' button; and at the bottom right, 'Cancel' and 'Save' buttons, with a blue arrow pointing to the 'Save' button.

After making changes to these options or if fields seem to be hidden, you can use the Customize Search Results link to reset them by clicking on the Restore Defaults button in the pop-up window.

Customize your search

×

Show results in

☒ List

☐ Grid

☐ Image

Sort order

Default

▼

Thumbnail size

☐ small

☒ medium

☐ large

Open details in new tab

ON

Show details

End Buyer Safe

Select All

☒ Product Name

☐ Net Cost

☐ Supplier Info

☐ Profit Margin

☐ Product Number

☒ List Price

☒ CPN

☐ Price Code

Restore Defaults

Cancel

Save