



## Helpful Hints for using ESP Web

Tamika C - 2024-04-03 - Getting Started

ESP Web is the industry's largest and most accurate promotional products sourcing and marketing tool.

Here are ten handy features and functions in ESP:

### #1: Estimate Freight and Shipping

[ESP's Shipping & Freight Estimator](#) saves time and protects profit margins by providing estimated shipping costs from various carriers (UPS, USPS, FedEx) and with multiple delivery options.

Just look for the truck icon on the product detail page.



Shipping fees can be estimated using either product weight or package weight and calculations can be made in pounds, kilos, ounces or grams.

### Shipping Estimator ✕

These charges are based on the carrier's daily rates and product information provided by the supplier. [It is only an estimate.](#)

Packaging and carrier specific considerations may affect final shipping costs. [Learn more about shipping](#) and contact the supplier for exact charges.

ASI members now have access to new and improved flat rate pricing and receive up to 75% off UPS Shipping and additional services. Members can also take advantage of FREE UPS Smart Pickup® service. [Learn More](#)

#### Shipping Information

Estimate Shipping by:

Products per Package:

Total Products:

Weight per Package:

Total Pounds: 14.33      Number of Packages: 1

**Package Dimensions**

Enter dimensions or select from a list of standard sizes below to continue with your estimate.

Length:       Width:       Height:      

**Standard Package Dimensions**

Choose a box size to populate the fields above.

**Ship From**

Country:       State/Province:       Zip/Postal:

**Ship To**

Country:       State/Province:       Zip/Postal:

[Get Estimates](#)

#### Shipping Estimate

Carrier:

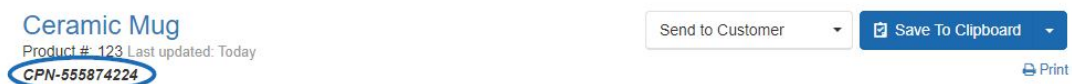
Service	Price
UPS Ground	\$32.57
UPS 3 Day Select	\$60.27
UPS 2nd Day Air	\$82.88
UPS 2nd Day Air A M	\$92.89
UPS Next Day Air Saver	\$114.94
UPS Next Day Air	\$125.65
UPS Next Day Air Early	\$160.60
FedEx Ground	\$24.22
FedEx Express Saver	\$68.13
FedEx 2Day	\$70.82
FedEx 2Day A M	\$82.67
FedEx Standard Overnight	\$98.63
FedEx Priority Overnight	\$104.07
FedEx First Overnight	\$184.79
USPS Ground Advantage	\$48.43
USPS Priority Mail	\$65.22

ESP will estimate shipping charges based off the carriers' currently available information and auto-populate most of the fields for you based on information that is already in our systems.

## #2: Use a Specialized Product Code to Hide the Supplier's Product Number

Safely send product suggestions to your clients without the risk of them price shopping using the supplier's product number or buying from the supplier directly using [coded product numbers](#). With your ESP license, you are automatically provided with new codes that are unique to your company only, for every product in the database.

These codes will be consistent for all ESP users within your company and will appear on any product presentations you create using the program.



## #3: Show Your Customer's Logo on Products

In ESP Web, you have the option to [use virtual samples](#) to provide a digital rendering of their logo on enabled items.







#### **#4: Compare Multiple Products**

Weigh the pros and cons of various products instantly using [Product Compare](#) in ESP. With Product Compare, you can lay out the features of each product side-by-side to visually compare each one.






# Product Compare

[Print](#) [Download](#) [Preferences](#)

(0) | [Create Presentation](#) | [Send](#) | [Copy To](#) | [Delete](#)

<input checked="" type="checkbox"/> 0 Fields marked	 <b>12 Oz. Cafe Mug</b> ABC-123 <a href="#">asi/12345</a> <a href="#">Order</a> Remove	 <b>Two-Tone Square M...</b> DEF-456 <a href="#">asi/13579</a> <a href="#">Order</a> Remove
<b>▼ Main Information</b>	ABC-123	DEF-456
<input type="checkbox"/> Product Number	144 	72 
<input type="checkbox"/> Quantity <input type="text" value="Order quantity"/>	\$4.01	\$4.87
<input type="checkbox"/> List Price	\$2.406	\$2.922
<input type="checkbox"/> Net Cost		

If you're interested in only comparing certain features of the products, check the boxes for those fields and hit the Show only marked fields link to simplify your comparison.

 <input checked="" type="checkbox"/> Show all	 <b>12 Oz. Cafe Mug</b> ABC-123 <a href="#">asi/12345</a> <a href="#">Order</a> Remove	 <b>Two-Tone Square M...</b> DEF-456 <a href="#">asi/13579</a> <a href="#">Order</a> Remove
<b>▼ Main Information</b>	ABC-123	DEF-456
<input checked="" type="checkbox"/> Quantity <input type="text" value="Order quantity"/>	144 	72 
<input checked="" type="checkbox"/> List Price	\$4.01	\$4.87
<b>▼ Supplier Information</b>		
<b>▼ Product Information</b>		
<input checked="" type="checkbox"/> Production Time	7-9 business days	5 business days
<b>▼ Imprint Information</b>		

For more information, please review the [Compare Products section of the Manage Product](#)

[Results article.](#)

## #5: Review Supplier Ratings and Share Your Experience

[Rating a supplier in ESP Web](#) is a great way to share your positive or negative experiences with other ESP users. Start by finding the supplier listing using the Supplier Search option in the search bar. You can search by their ASI number or company name.

Once you have found the listing for the supplier you want to rate, click the Rate This Supplier link at the bottom of their company listing.



View: [icon] | [icon] Sort By: Default [v] 25 [v] Page: 1 of 1 [left] [right]

asi/12345  
☆☆☆☆☆ (1)  
**ASI Supplier Company**  
4800 Street Road  
Trevose, Pennsylvania 19053  
<https://asicentral.com/>

(800) 546-1350 Phone  
support@asicentral.com  
View Products

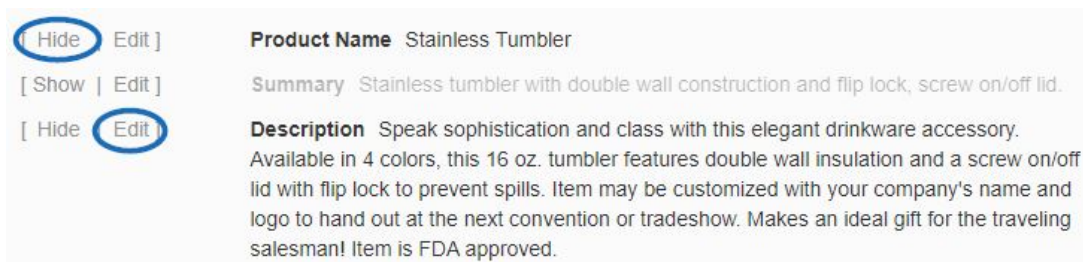
View Ratings | Rate this Supplier | Add a Note

This will take you to the Supplier Ratings Submissions window, where you can identify specific aspects of your experience working with this supplier. You have the ability to rate each aspect on a spectrum from Very Poor to Excellent.

There is also a box for Additional Comments where you can add more details about your experience.

## #6: Create Customized Presentation Templates

You can customize not only the look and feel of your presentation, but also determine which fields are included by [creating and saving a custom template](#) in ESP Presentations! After creating a new presentation, configure it to contain only the fields you would like to show, as well as set the color scheme. Then, click on the Save As Template button. The template will then be available for all future presentations.



[ Hide ] Edit ]  
[ Show | Edit ]  
[ Hide ] Edit ]

**Product Name** Stainless Tumbler

**Summary** Stainless tumbler with double wall construction and flip lock, screw on/off lid.

**Description** Speak sophistication and class with this elegant drinkware accessory. Available in 4 colors, this 16 oz. tumbler features double wall insulation and a screw on/off lid with flip lock to prevent spills. Item may be customized with your company's name and logo to hand out at the next convention or tradeshow. Makes an ideal gift for the traveling salesman! Item is FDA approved.

## #7: View Live Inventory Information

The [live inventory](#) feature provides distributors with the most accurate and up-to-date information provided directly by the supplier, all right within ESP. This handy feature saves time by providing inventory information with just one click!

Colors  
White

Sizes  
16oz

Imprint Methods  
Silkscreen

Production Time  
5 business days, 7 business days

Materials  
Ceramic

FOB/Shipping Point  
Trevose, PA 19053 USA

**ASI Supplier Company**  
[asi/12345](#)  
 ★★★★★ (15)  
**E-Comm Connected**  
 ☎ (800) 546-1350  
 🌐 Website  
 ✉ Email  
 Catalogs  
 Best Sellers

Request ▾

[Create Order](#) [Check Inventory](#)

[Estimate Shipping](#) | [Compare](#)

## #8: Customize Results Viewing

In addition to the standard product results views in ESP, you have the ability to customize how search results are displayed. On any results page, click on the [Customize Results](#) link. You will then be able to set defaults for your search results.

🔖 Save this Search | Print

View: ☰ List 🗪 Grid 🖼 Image ⚙ **Customize Results** Sort By: Recently Updated ▾

## #9: Check Out Supplier Specials

Looking for free shipping or EQP? ESP makes it easier than ever with the [Supplier Specials](#) feature! Suppliers are able to create and assign products to specials which will display in this section of ESP Web. In addition, distributors can search products which are on Special.

esp | ESP Web | Websites Admin | CRM | Orders | Email Marketing | ? | 📢 | 📄 | ASI

Searches | Top Sellers | Projects | Presentations | New Suppliers | **Supplier Catalogs** | Specials | Idea Center | Print GIZMO

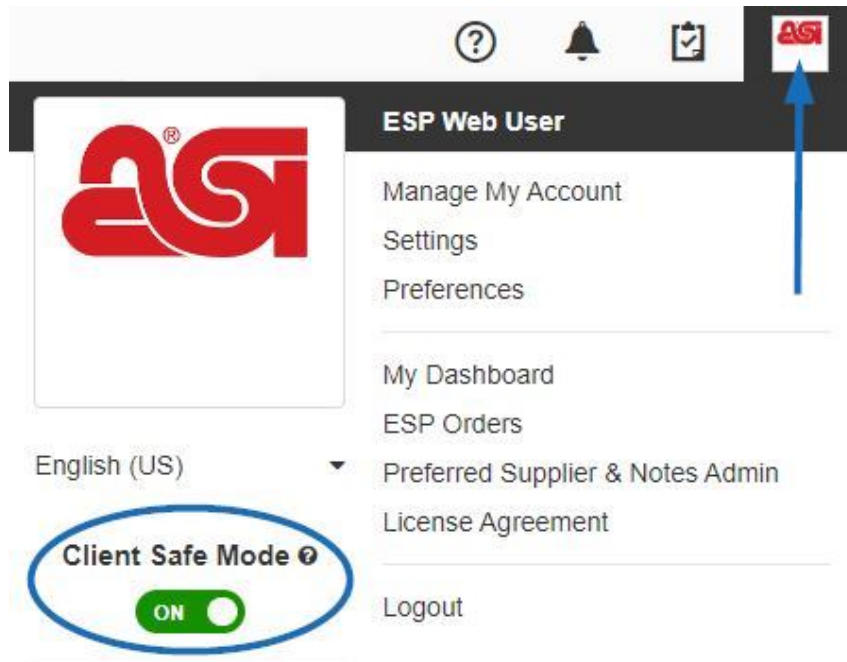
🔍 Search for Products... | Products ▾ | Price | Quantity | Search | Advanced Search

## #10: Quickly Hide Supplier and Net Cost Information

After doing a search in ESP Web, there are three ways you can hide supplier and net cost information:

### 1. Client Safe Mode:

To hide net cost and supplier information, click on the avatar and use the slider to turn Client Safe Mode on.

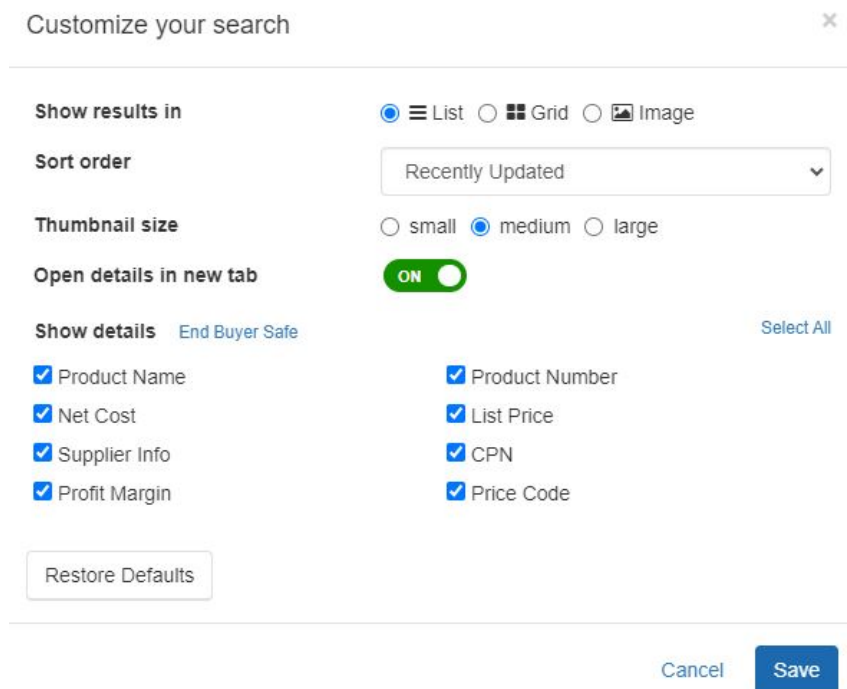


## 2. Customize Search Results:

If you are on a results page, you can select which information is displayed by clicking on the customize results link.



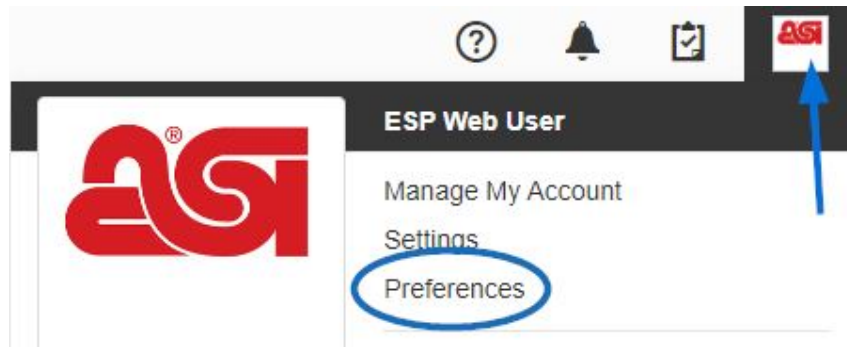
Then uncheck the Net Cost box or click on the End Buyer Safe link. Lastly, click on the Save button.



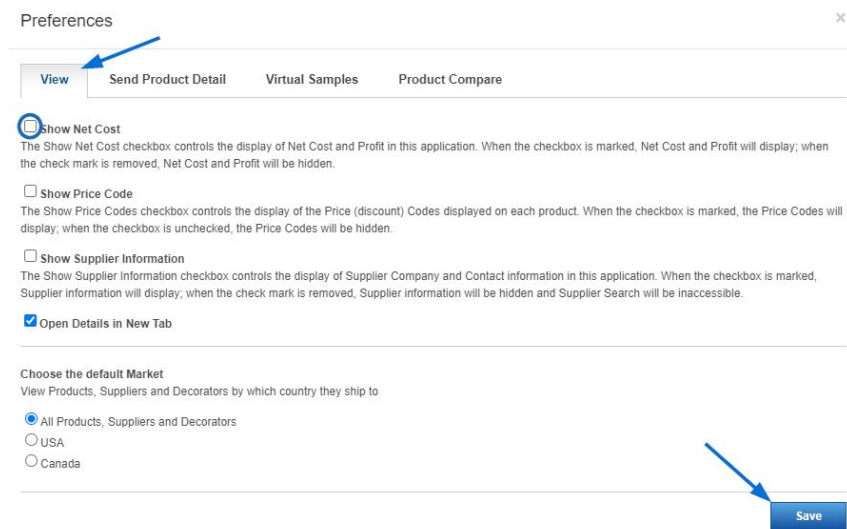
## 3. Via Preferences:



To hide any net cost information, click on the avatar and then select Preferences.



In the View tab, uncheck the Show Net Cost button. Then, click on Save.



Check out the [ESP Quick Tips](#) section of the ASI Knowledge Base for more helpful info!