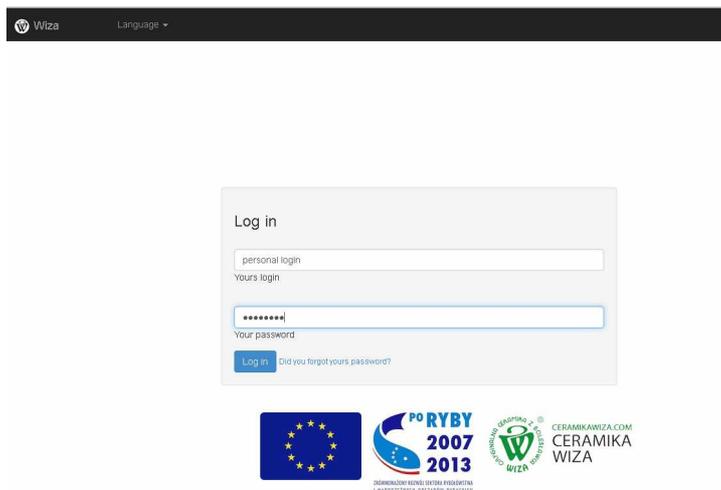


Use link to Distributor Panel on website <http://www.ceramikawiza.com>
Use login and password provided to you by Wiza company.



Log in

personal login

Yours login

Your password

Log in Did you forgot your password?

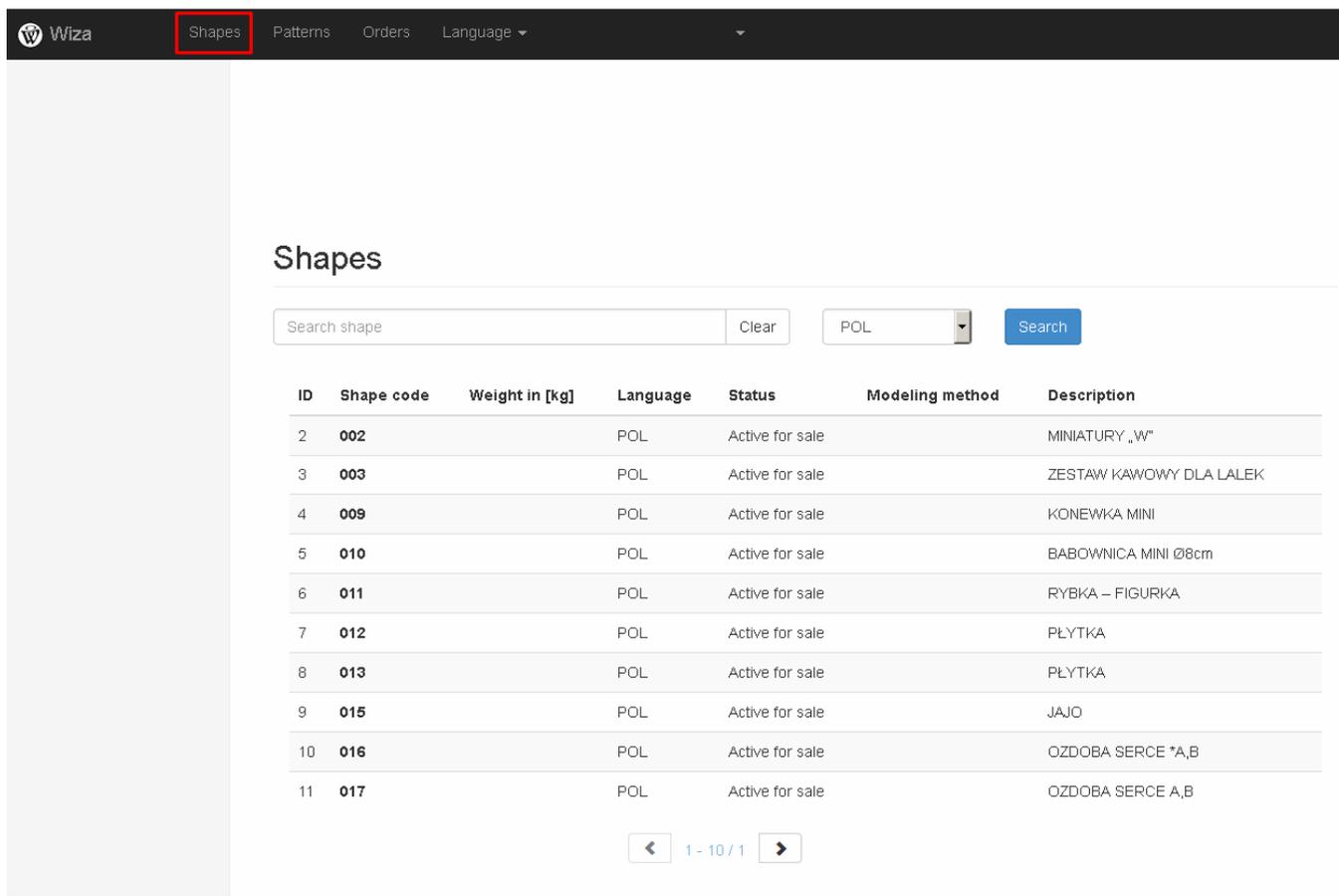
Logo of the European Union

PO RYBY 2007 2013

CERAMIKA WIZA

After successful login – on tabs you will find several options.

In **Shapes** and **Patterns** tabs you will find assortment and available patterns (decorations)



Wiza Shapes Patterns Orders Language

Shapes

Search shape Clear POL Search

ID	Shape code	Weight in [kg]	Language	Status	Modeling method	Description
2	002		POL	Active for sale		MINIATURA „W”
3	003		POL	Active for sale		ZESTAW KAWOWY DLA LALEK
4	009		POL	Active for sale		KONEWKA MINI
5	010		POL	Active for sale		BABOWNICA MINI Ø8cm
6	011		POL	Active for sale		RYBKA – FIGURKA
7	012		POL	Active for sale		PLYTKA
8	013		POL	Active for sale		PLYTKA
9	015		POL	Active for sale		JAJO
10	016		POL	Active for sale		OZDOBA SERCE *A,B
11	017		POL	Active for sale		OZDOBA SERCE A,B

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Wiza Shapes **Patterns** Orders Language ▾

Patterns

Search pattern Clear POL ▾ Search

ID	Pattern code	Group	Language	Status	Description
2	002	A group	POL	Active	
3	003	A group	POL	Active	
4	004	A group	POL	Active	
5	005	A group	POL	Active	
6	006	A group	POL	Active	
7	007	A group	POL	Active	
8	007m	A group	POL	Active	
9	008	A group	POL	Active	
10	009	A group	POL	Active	
11	010	A group	POL	Active	

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In tab **Orders** you will find orders placed in Distributor Panel.

Wiza Shapes Patterns **Orders** Language ▾

+ Add

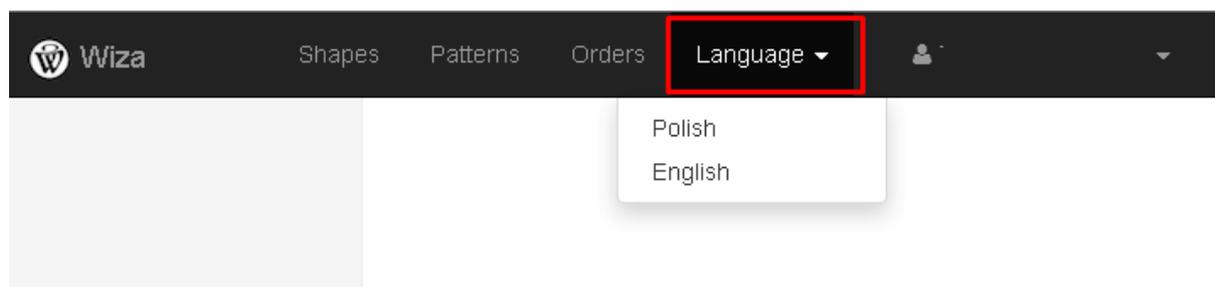
Orders

Price list All ▾ Status All ▾ Search

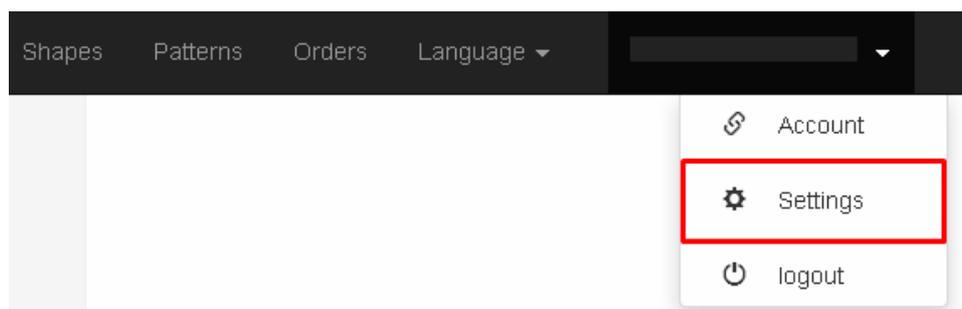
ID	Price list	Net price	Gross price	Tax	Created	Estimated completion date	Status
ZK/2015/03/0001	Cennik EUR 2015	31.57	41.0	9.43	2015-03-03		Accepted
ZK/2014/12/0011	Cennik EUR 2015	8195.88	10644.0	2448.12	2014-12-21	2015-01-26	Invoiced
ZK/2014/12/0013	Cennik EUR 2015	2862.09	3717.0	854.91	2014-12-21	2015-01-19	Invoiced
ZK/2014/11/0005	Cennik EUR 2015	3543.54	4602.0	1058.46	2014-11-27	2014-12-22	Completed

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You can pick language for site



and you can reset password.



Order entry

To create new order directly in wiza company – use buton Add in tab Orders.

Orders

Price list: All Status: All Search

ID	Price list	Net price	Gross price	Tax	Created	Estimated completion date	Status
ZK/2015/03/0001	Cennik EUR 2015	31.57	41.0	9.43	2015-03-03		Accepted
ZK/2014/12/0011	Cennik EUR 2015	8195.88	10644.0	2448.12	2014-12-21	2015-01-26	Invoiced
ZK/2014/12/0013	Cennik EUR 2015	2862.09	3717.0	854.91	2014-12-21	2015-01-19	Invoiced
ZK/2014/11/0005	Cennik EUR 2015	3543.54	4602.0	1058.46	2014-11-27	2014-12-22	Completed

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You can add some notes – informations for Wiza company regarding this order. Then use option **Create**.

Add new order

Return Create

This is important order!

Notes

New order entry will be created – in status **Draft**.

Orders

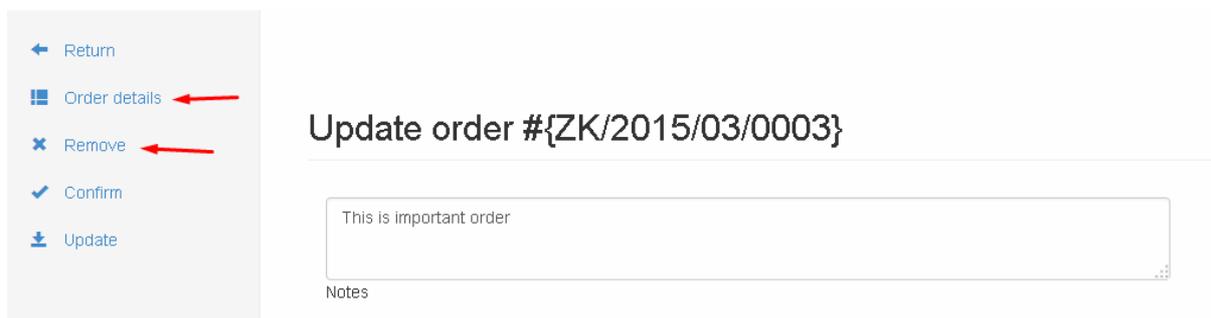
Price list: All Status: All Search

ID	Price list	Net price	Gross price	Tax	Created	Estimated completion date	Status
ZK/2015/03/0003	Cennik EUR 2015	0.0	0.0	0.0	2015-03-15		Draft
ZK/2015/03/0001	Cennik EUR 2015	31.57	41.0	9.43	2015-03-03		Accepted
ZK/2014/12/0011	Cennik EUR 2015	8195.88	10644.0	2448.12	2014-12-21	2015-01-26	Invoiced
ZK/2014/12/0013	Cennik EUR 2015	2862.09	3717.0	854.91	2014-12-21	2015-01-19	Invoiced
ZK/2014/11/0005	Cennik EUR 2015	3543.54	4602.0	1058.46	2014-11-27	2014-12-22	Completed

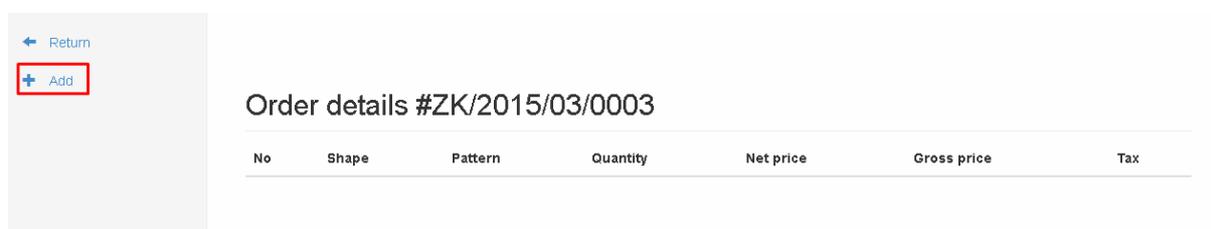
Click order entry to go it's details.

If you changed your mind – and you don't want this order – please use option **Remove**. Important – this option works only for orders in Draft status.

To add or edit order lines click on option **Order details**



Use option Add to add item to order



Pick shape (you may use search by code or description)

Add new line (1/3)

Choose shape

121 Clear

ID	Shape code	Weight in [kg]	Language	Description
2	002		POL	MINIATURA „W”
3	003		POL	ZESTAW KAWOWY DLA LALEK
4	009		POL	KONEWKA MINI
5	010		POL	BABOWNICA MINI Ø8cm
6	011		POL	RYBKA – FIGURKA
7	012		POL	PLYTKA
8	013		POL	PLYTKA
9	015		POL	JAJO
10	016		POL	OZDOBA SERCE *A,B
11	017		POL	OZDOBA SERCE A,B

Add new line (1/3)

Choose shape

121 POL

ID	Shape code	Weight in [kg]	Language	Description
67	121		POL	KUBEK 0,35 L

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Pick pattern (decoration) for shape

Add new line (2/3)

Choose pattern

Search pattern POL

ID	Pattern code	Pattern type	Language	Description
2	002	A grupa	POL	
3	003	A grupa	POL	
4	004	A grupa	POL	
5	005	A grupa	POL	
6	006	A grupa	POL	
7	007	A grupa	POL	
8	007m	A grupa	POL	
9	008	A grupa	POL	
10	009	A grupa	POL	
11	010	A grupa	POL	

enter quantity and if you want add notes related for this item. Next click option **Update**.

[Return](#)

Add new line (3/3)

Summary

Shape

Shape code: 121
Weight in [kg]:
Description: KUBEK 0,35 L

Pattern

Pattern code: 006
Pattern type: A grupa
Description:

15
Quantity

Notes

Item line will be created. Clicking on it you may edit it.

No	Shape	Pattern	Quantity	Net price	Gross price	Tax
1	121	006	15	46.2	60.0	VAT 23%

Repeat above steps to add lines for items which you want to order.

When you will be sure that order is ready – click option **Confirm**.

Update order #ZK/2015/03/0003

This is important order

Notes

Order will change status to **New**. Since this moment order will be proceeded in Wiza company. You may follow this order – watching it status.

- Draft** - order under creation by customer
- New** - order is ready ad sent to Wiza company
- Accepted** - order is approved by Wiza company
- In progress** - order is manufactured
- Completed** - order is ready for shipping
- Invoiced** - invoice is created for order

Orders

ID	Price list	Net price	Gross price	Tax	Created	Estimated completion date	Status
ZK/2015/03/0003	Cennik EUR 2015	46.2	60.0	13.8	2015-03-15		New
ZK/2015/03/0001	Cennik EUR 2015	31.57	41.0	9.43	2015-03-03		Accepted
ZK/2014/12/0011	Cennik EUR 2015	8195.88	10644.0	2448.12	2014-12-21	2015-01-26	Invoiced
ZK/2014/12/0013	Cennik EUR 2015	2862.09	3717.0	854.91	2014-12-21	2015-01-19	Invoiced
ZK/2014/11/0005	Cennik EUR 2015	3543.54	4602.0	1058.46	2014-11-27	2014-12-22	Completed