





Honeywell | Industrial Safety



October 2016 Access and Navigation – Customer User Guide



PRICING PORTAL ACCESS AND NAVIGATION

Customers – Inquiry and Downloads

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OVERVIEW

- The Pricing Portal is a stand alone access point for customers to access pricing information.
- Access is restricted and requires authorization from Honeywell Sales Management and set up by the HSP Pricing Team.
- Customer Specific pricing downloads and Tier specific pricing downloads are available to each customer.

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ACCESS AND NAVIGATION

- Pricing Portal set up Receive Email with log In information Go to <u>www.hsppricing.com</u> Change Password
- Search Types
 Item
 Category/Subcategory
- File Downloads Results Online Excel PDF

ACCESS AND NAVIGATION

Upon login you will be brought to the pricing portal where your able to:

- Select current or future/past pricing depending on timing of price cycle.
- View your account information and reference documents such as the discontinued items from the previous year and Terms & Conditions.
- See your saved search filters and search by part# and categories.
- Download files as PDF or Excel Data File (Excel Data File is recommended)

REGISTRATION AND LOG IN

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New Users First time user, please have your access code accessible to start your gistration process Register Vername: Password: Image: Password: Forgot your password? click here: Safety Products Employees This site utilizes browser cookies to store session-specific information. Please ensure that your browser is set to allow the use of cookies. Need help? Download the Honeywell Pricing Portal Customer Guide. rupt_doPostBack(Udogin15bbrStartWized,*)	Login - User Portal - Hone: X C https://hsppricing.com/login.aspx?ReturnUrl=%2fdefault.aspx C https://hsppricing.com/login.aspx?ReturnUrl=%2fdefault.aspx Salesforce - Customer S Honeywell Home Macros Honeywell
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Initial landing page – Identifies:

- Current pricing cycle identifier
- Alternate pricing cycle link
- Company information
- Posted Documents
- Search Item box
- Select Product Family and categories
- Download selections



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PRICING SEARCH



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ON SCREEN VIEWING AND FILE DOWNLOADS

The pricing portal database allows you to search for one or thousands of Honeywell Safety Products SKUs and customize your product information.

- Sort and search by Product Family or SKU
- When your product search is complete, choose to view the results on screen, or download them into one of two formats: Excel data file or PDF



On screen single or group item pricing

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- Download pricing by Product Family/category or all product families for all items.
- Once selections are complete, you can view online, Download into Excel datafile, or Download into a PDF

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DOWNLOADING THE PRICE FILES



If using Google Chrome, the file downloads into your download folder on your computer, regardless of the length of time it takes to run. Download instructions follow below. After downloading using the Excel Datafile option, you will see an .aspx (webpage) file notification in the bottom left of the screen.

If using Internet Explorer or FireFox, you can double click this notification to open the file. However be aware that it can take up to 25 minutes to generate the file which can timeout in IE or FF, at which time you have to retry.

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Once you receive the notification the download is complete,

- open Excel>Open>Downloads
- change the file type to "All Files", sort by date modified will help by placing the latest file at the top.
- Select the datafile by double clicking. This will open the file in Excel.



You will get a warning pop-up. This is because you are in Excel and the file you are opening is a web page. Select "YES" and the file will open in Excel. However, it is still a web page. You must "Save As" and change the file type to the latest Excel version you have.

DOWNLOADING THE PRICE FILES CONT.

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Save As: Select the destination folder, enter a file name, change the Save as type to the latest Excel workbook. The file is now on your computer and ready for your use.

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 ***If using Office/Excel 2010, you may get a file corrupt message like the example below. This is due to a security update by Microsoft in mid-2016 that changed how Excel views HTML files.



• Microsoft issued the following workaround -

Users can save the file, then right click it, click Properties, and then click Unblock next to the "This file came from another computer and might be blocked to help protect this computer." warning. After doing this, the file can be opened as before (with the warning about the file extension and formatting not matching).

FREQUENTLY ASKED QUESTIONS

- Why can't I find a certain products in the Part# or Keyword search?
 - The part number may be incorrect try fewer characters
 - The item may be obsolete or in phase out.
- Are all Items in the pricing portal?
 - Most Honeywell items are in the price portal. There may be new or custom items that are not currently listed.
- Is end user deviated pricing viewable in the price portal?
 - No. These are outside of normal distributor everyday pricing and not viewable.
- Is contract pricing viewable in the price portal?
 - Yes, contract pricing or standard tier net pricing are viewable.
- If you have and questions or concerns using the price portal please call Customer Service.
 - Canada 1-888-212-7233
 - US 1-800-430-5490