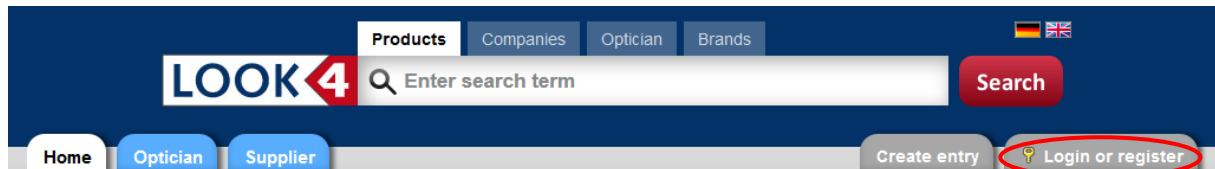


Registration at LOOK4Optics

Registration at Look4 ID

Please visit the URL <http://www.look4optics.com> and then click on top right at the tab ,Login or register’.



We combine opticians and industry - LOOK4Optics.de

Look4 Optics makes the electronic data interchange between opticians and suppliers very easy. Browse product catalogs and order directly from your optician software and here on LOOK4Optics.de.

LOOK4Optics - the service portal for optical business

- Search for article or brand » You can search for products and brands in the search-box in the header
- Download catalogues » [Product Catalogues](#)
- Online ordering » [Order from optician software](#)
- Presentation of your company » [Entry in directory](#)
- Web services (Catalogues, ordering, order tracking, availability, ASN) » [Webservices](#)
- Single sign-on (only one login for different applications) » [Single Sign-On](#)

You will then be forwarded to **Look4 ID** – the Single Sign On Service of the optics branch in order to create an individual user account. Click on right top to choose English language with click on the UK flag.



Single Sign On - Login

You have been forwarded here by another Internet site in order to register to the [Single Sign On\(?\) Service of LOOK4](#). Once you have registered you will be reverted to the site <http://www.look4optics.de:80/RedirectFromAuthenticationService.ashx?redirect=http%3a%2f%2fwww.look4optics.de%2fDefault.aspx>.
If you are not registered by now you can do that free of charge with the [registration form](#). This will only take a few minutes.

User name:

Password:

[or register](#)

Click on 'register'

Desired user name*:	<input type="text" value="MSmith"/>
Password*:	<input type="password" value="•••••"/>
Repeat password*:	<input type="password" value="•••••"/>
Salutation*:	<input type="text" value="Mr."/> <input type="button" value="v"/>
Title:	<input type="text"/>
First name*:	<input type="text" value="Martin"/>
Family name*:	<input type="text" value="Smith"/>
Email*:	<input type="text" value="smith@test.com"/>
Tel.:	<input type="text" value="+44 1234512345"/>
Fax:	<input type="text" value="+44 1234512346"/>
Mobile:	<input type="text"/>
Country*:	<input type="text" value="United Kingdom"/> <input type="button" value="v"/>
Language*:	<input type="text" value="English"/> <input type="button" value="v"/>
<input checked="" type="checkbox"/>	Yes I have read the privacy policy and agree to it.
<input type="button" value="Register"/>	

Fields marked with a * are mandatory.
The password requires a minimum length of 4 characters.


Please enter your user data and then click on 'Register'

Create an entry

You will now be lead back to **LOOK4Optics**. In step 2 you will select your company entry or if you aren't represented yet at Look4 Optics you can add it now.

Register optician

Step 1: Create user

 Welcome, **Martin Smith!**
You are successfully registered and can edit an entry or create a new entry in the classified directory.

Step 2: Select or create company-entry

Over 15.000 suppliers and opticians already are registered on look4optics.de. Please search for your company and **update your existing entry**, before you create a new entry.

Search for your company

Select your company:


Search for your company

Please choose your company:

- [Smith Optics](#)
123 Test Road, GB-AB1 2CD, Test City

You will then get the following message:

Step 2: Select or create company-entry

 On **10/18/2017 3:30:52 PM** you have requested an activation of your company.

We now check if you are a staff member of **Smith Optics**; sind. The check can last a few hours.

You receive a message at **smith@test.com** when you can edit the entry.

We will then check if the allocation is correct. You will receive an email notification when the release has been done. Just login again and you can now proceed with the next step ,Allocation of suppliers’.

Is your entry not present yet you have to create it. Please click on the button ,Create new entry’:

Your company has not been found. You can

Create new entry

Go then to step 3 and select your preferred kind of entry:

Step 3: Choose offer


Please choose an offer to create a premium entry.

<div style="text-align: center;"> <h2 style="margin: 0;">Basis</h2> <p style="margin: 0;">(Free)</p> </div> <p style="text-align: center; margin-top: 10px;">Registration to use the service portal</p> <hr style="width: 20%; margin: 10px auto;"/> <p style="text-align: center; margin: 0;">Classified directory</p> <ul style="list-style-type: none"> Base entry Product search with prices Download catalogs Order from your business software <div style="text-align: center; margin-top: 20px;"> Choose base offer </div> <p style="text-align: center; margin-top: 10px;">Further information base offer</p>	<div style="text-align: center;"> <h2 style="margin: 0;">Premium</h2> <p style="margin: 0;">(59 €/year plus VAT)</p> </div> <p style="text-align: center; margin-top: 5px; color: #D9534F;">Register 2017 to get 12 months free</p> <p style="text-align: center; margin-top: 10px;">Registration and additional features</p> <hr style="width: 20%; margin: 10px auto;"/> <p style="text-align: center; margin: 0;">Classified directory + Premium entry</p> <ul style="list-style-type: none"> Highlighted illustration Better placement in the search results Linking as a supplier of brands Company portraits with text and pictures Create your own brands Display of contact persons and company addresses <div style="text-align: center; margin-top: 20px;"> Choose premium offer </div> <p style="text-align: center; margin-top: 10px;">Further information premium offer</p>
---	--

Please enter now your company data and then click on ‚Save‘:

–Company name–

Id	49805
Name of company	<input type="text" value="Smith Optics"/>
Subtitle / Slogan	<input type="text"/>
Vat ID	<input type="text"/>



–Entry–

Company type	<input type="text" value="Optician"/>
Company logo	<input type="text" value="Durchsuchen..."/> Keine Datei ausgewählt.

–Internet addresses–

Email address	<input type="text" value="smith@test.com"/>	 
Website	<input type="text"/>	
Online-Shop	<input type="text"/>	

–Address–

Street, no.	<input type="text" value="123 Test Road"/>
Zip code	<input type="text" value="AB1 2CD"/>
City	<input type="text" value="Test City"/>
P.O. box	<input type="text"/>
Country	<input type="text" value="United Kingdom"/>

–Phone–

Phone	<input type="text" value="+44 12345 12345"/>
Fax	<input type="text" value="+44 12345 12346"/>

–Software–

Software / Company	<input type="text" value="Look4 Optics / LOOK4 COMPANY Gmb"/>
--------------------	---

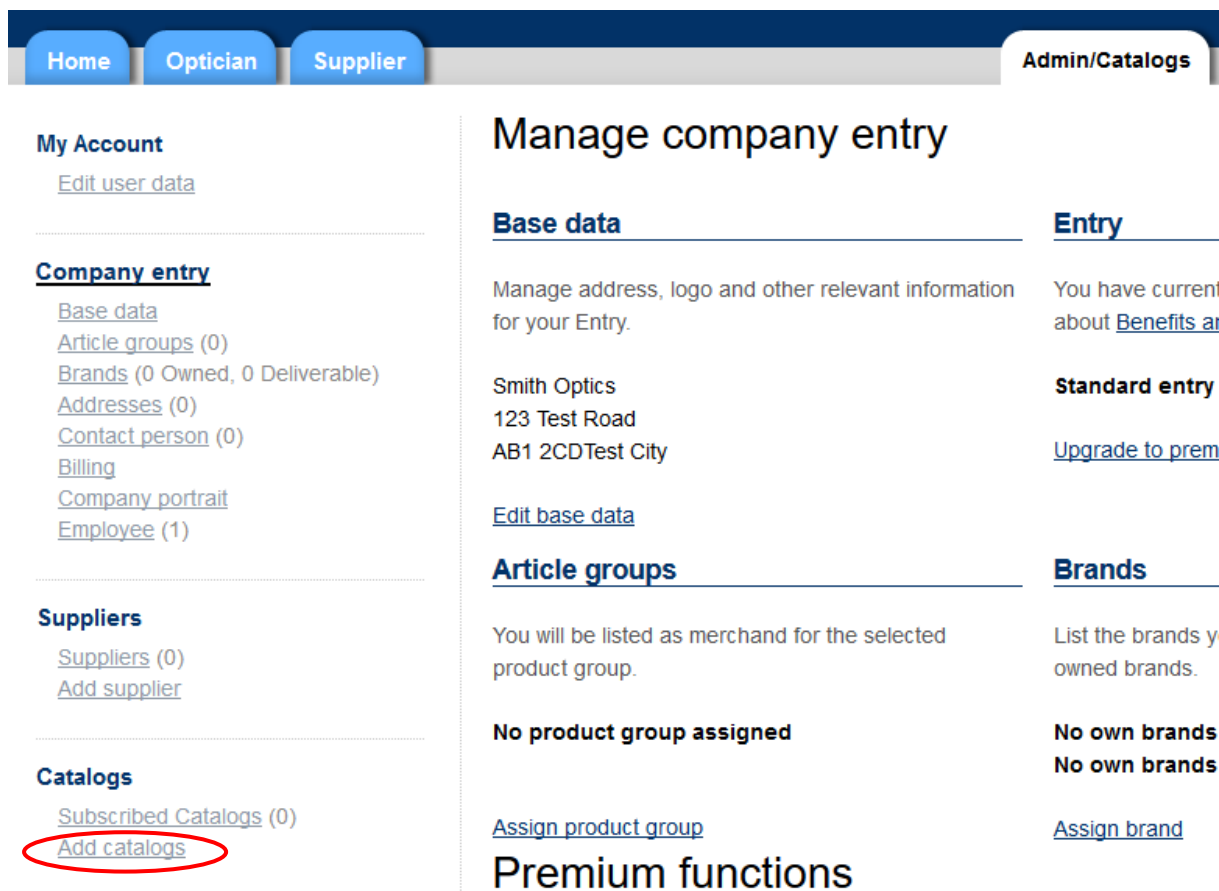


Allocation of suppliers

Click on the top tab 'Admin/Catalogs'



Then on the left side please click in the menu 'Catalogs' on the item 'Add catalogs':



Home **Optician** **Supplier** **Admin/Catalogs**

My Account
[Edit user data](#)

Company entry
[Base data](#)
[Article groups \(0\)](#)
[Brands \(0 Owned, 0 Deliverable\)](#)
[Addresses \(0\)](#)
[Contact person \(0\)](#)
[Billing](#)
[Company portrait](#)
[Employee \(1\)](#)

Suppliers
[Suppliers \(0\)](#)
[Add supplier](#)

Catalogs
[Subscribed Catalogs \(0\)](#)
[Add catalogs](#)

Manage company entry

Base data
 Manage address, logo and other relevant information for your Entry.
 Smith Optics
 123 Test Road
 AB1 2CDTest City
[Edit base data](#)

Article groups
 You will be listed as merchand for the selected product group.
No product group assigned
[Assign product group](#)

Premium functions

Entry
 You have current about [Benefits at](#)
Standard entry
[Upgrade to prem](#)

Brands
 List the brands y owned brands.
No own brands
No own brands
[Assign brand](#)

Please choose a product group and country to get an overview of the suppliers. If you are not registered for a supplier, this entry is highlighted in purple - if you are already registered, the entry will be highlighted light green.

Add Catalog

Please select here the desired product group and country. Manufacturers you have already registered to are marked green. To register for the download of the catalog, please click on the appropriate manufacturer name in (column 'Catalog download').

Product group: Country:

Catalog download	Catalog name	Catalog ID	Version	Date	Ordering
Appenzeller Kontaktlin...	Appenzeller Kontaktlinsen CH	catalog.xml	81	10/06/2017	No
Falco Linsen GmbH	Produktkatalog Falco Linsen EU	catalog_eu...	7	10/06/2017	No
Johnson & Johnson ...	Johnson & Johnson UK	catalog_uk...	33	10/06/2017	Yes

Click the desired supplier in the 'Catalog download' column to register. Please enter now your client no. and your zip code and then click on 'Save'.

Add supplier Falco Linsen GmbH



To add a supplier, you need a customer number at the supplier and your zip code. Please enter the zip code of your main address for this supplier.

Mandatory fields are **marked in bold**.

Supplier

Supplier

Falco Linsen GmbH



Client no. at

997653



Zip code

12345



Save

The registration is now successfully completed and you can download immediately catalogs from the suppliers. Under 'Subscribed catalogs' you will find the overview of the catalogs already assigned. Here you can also delete the assignments (at the top right) and activate the email notification on new

catalogs. At the top, you can select to receive notifications in general, and at the supplier, you may select the function deliberately.

Subscribed Catalogs

You have successfully subscribed to manufacturer **Falco Linsen GmbH**.

To order products on Look4 optics, you must authenticate with your customer number at the suppliers. Thus you also see your private label products at the respective manufacturers and can download individualized catalogs with your products. If the manufacturer supports electronic ordering you can also order online.

Email-notification on new catalogs to me

New supplier

Falco Linsen GmbH		Delete
	Your client no.:	997653
	This is the main customer number	<input checked="" type="checkbox"/>
	Email-notification on new catalogs enabled?	<input checked="" type="checkbox"/>
<hr/>		
Current catalog:	falcolinsen-eu_prod.catalog_eu_de.xml.7	
Comment:	Produktkatalog Falco Linsen EU	
Clearance-date:	10/6/2017 10:52 AM	
Valid for following countries:	AT, BE, BG, CY, CZ, DE, DK, EE, ES, FI, FR, GB, GR, HR, HU, IE, IT, LT, LU, LV, MT, NL, NO, PL, PT, RO, SE, SI, SK	
Johnson & Johnson Vision Care NL & UK		Delete
	Your client no.:	997653
	This is the main customer number	<input checked="" type="checkbox"/>
	Email-notification on new catalogs enabled?	<input checked="" type="checkbox"/>
<hr/>		
Current catalog:	jni-NL_prod.catalog_uk.xml.33	
Comment:	Johnson & Johnson UK	
Clearance-date:	10/6/2017 11:39 AM	
Valid for following countries:	GB	

If you have two customer numbers for a vendor, such as a regular and one for a subscription system, you can define which customer number is to be designated as the main customer number for the download, by selecting the field ' This is my main customer number ' hook or not:

Supplier

Falco Linsen GmbH



Client no. at

997655

Zip code

12345

This is my main customer number



Save

However, you can also change the assignment of the main customer number later by making the corresponding assignment under 'Subscribed catalogs ':

Falco Linsen GmbH		Delete
	Your client no.:	997653
	This is the main customer number	<input type="checkbox"/>
	Email-notification on new catalogs enabled?	<input checked="" type="checkbox"/>

Current catalog:	falcolinsen-eu_prod.catalog_eu_de.xml.7	
Comment:	Produktkatalog Falco Linsen EU	
Clearance-date:	10/6/2017 10:52 AM	
Valid for following countries:	AT, BE, BG, CY, CZ, DE, DK, EE, ES, FI, FR, GB, GR, HR, HU, IE, IT, LT, LU, LV, MT, NL, NO, PL, PT, RO, SE, SI, SK	
Falco Linsen GmbH		Delete
	Your client no.:	997655
	This is the main customer number	<input checked="" type="checkbox"/>
	Email-notification on new catalogs enabled?	<input checked="" type="checkbox"/>

Current catalog:	falcolinsen-eu_prod.catalog_eu_de.xml.7	
Comment:	Produktkatalog Falco Linsen EU	
Clearance-date:	10/6/2017 10:52 AM	
Valid for following countries:	AT, BE, BG, CY, CZ, DE, DK, EE, ES, FI, FR, GB, GR, HR, HU, IE, IT, LT, LU, LV, MT, NL, NO, PL, PT, RO, SE, SI, SK	

Under the menu item 'Suppliers' you will find your supplier assignments listed again.

Registered suppliers

Employees of your company have registered with these suppliers:

Supplier	Country	Customernumber
Falco Linsen GmbH	DE	997653
Falco Linsen GmbH	DE	997655
Johnson & Johnson Vision Care NL & UK	NL	997653

And under 'Add supplier ' you can register to all the suppliers, even for suppliers who do not currently have a catalog available. We then forward your inquiries to the respective suppliers.

Add supplier

Here you can subscribe to suppliers of frames and to suppliers of frames which have not yet a catalog. We forward your request to the suppliers you selected.

You can add suppliers which are not listed here in the text-field at bottom of the page. As far a supplier provides a catalog we will inform you by e-mail.

For your information: The more customers subscribe for catalogs the faster will suppliers provide catalogs.

– Your data

Firma

Your name

Your email address

Street

Zip

City

Phone

Fax

Country

– Suppliers

Search:

Company

3er GmbH

Your customernumber

LOOK4 COMPANY GmbH

Nelly-Sachs-Straße 1
79111 Freiburg
Germany

Tel. +49 (0)761 130 74 75

Fax +49 (0)761 130 74 77

Mail: info@look4.de



www.look4.de

