

STEP-BY-STEP Offer_Creator

printendo.

STEP-BY-STEP OFFER CREATOR

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CREATE PERSONALISED OFFERS FOR YOUR CUSTOMERS USING AN INTUITIVE CREATOR

You will find the offering function in 2 places at printendo.com:

1. Under the **Add to Cart** button, after selecting a product and specifying its parameters from the selector.

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Home > Products > Business Cards

Business Cards

More information about this product

1. SELECT PRODUCT PARAMETERS

PRODUCT: Business Cards

FORMAT: 85 x 55 mm

PAPER TYPE: Matt 350 g

PRINTING: Double-sided 4/4

VARNISHING, FOLIATION: Standard

CORNERS SHAPE: Rectangular

PUNCHING: No

CUTTING TO FORMAT: No

NUMBER OF DESIGNS: 1

CHECKING FILES: Automatic checking

HOW TO PREPARE A FILE?
Printing instruction

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+49 3056794936

2. CHOOSE THE CIRCULATION AND MODE OF IMPLEMENTATION

	ECONOMIC	STANDARD	EXPRESS
	product UNAVAILABLE in mode economical	Shipping: WE 15.03 ORDER TODAY TO 16:00	product UNAVAILABLE in mode express
Circulation	Subtotal price	Subtotal price	Subtotal price
100	–	€8.78	–
250	–	€10.48	–
500	–	€12.79	–
1,000	–	€21.27	–
1,500	–	€29.59	–
2,000	–	€37.45	–
2,500	–	€46.08	–
3,000	–	€51.93	–
3,500	–	€59.64	–
4,000	–	€67.80	–
4,500	–	€75.20	–
5,000	–	€82.44	–

3. ORDER

SHIPMENT
15.03.2023
Order today to 16:00
International shipping

The condition for shipping is:
adding files to 15:30
accepting previews to 16:00
payment of the order by 16:00

Circulation: 1 x 100 pcs.
Subtotal price per pcs.: €0.088
Subtotal product value: €8.78
VAT: €2.02

Total to pay:
€8.78 subtotal
€10.80 total

ADD ORDER

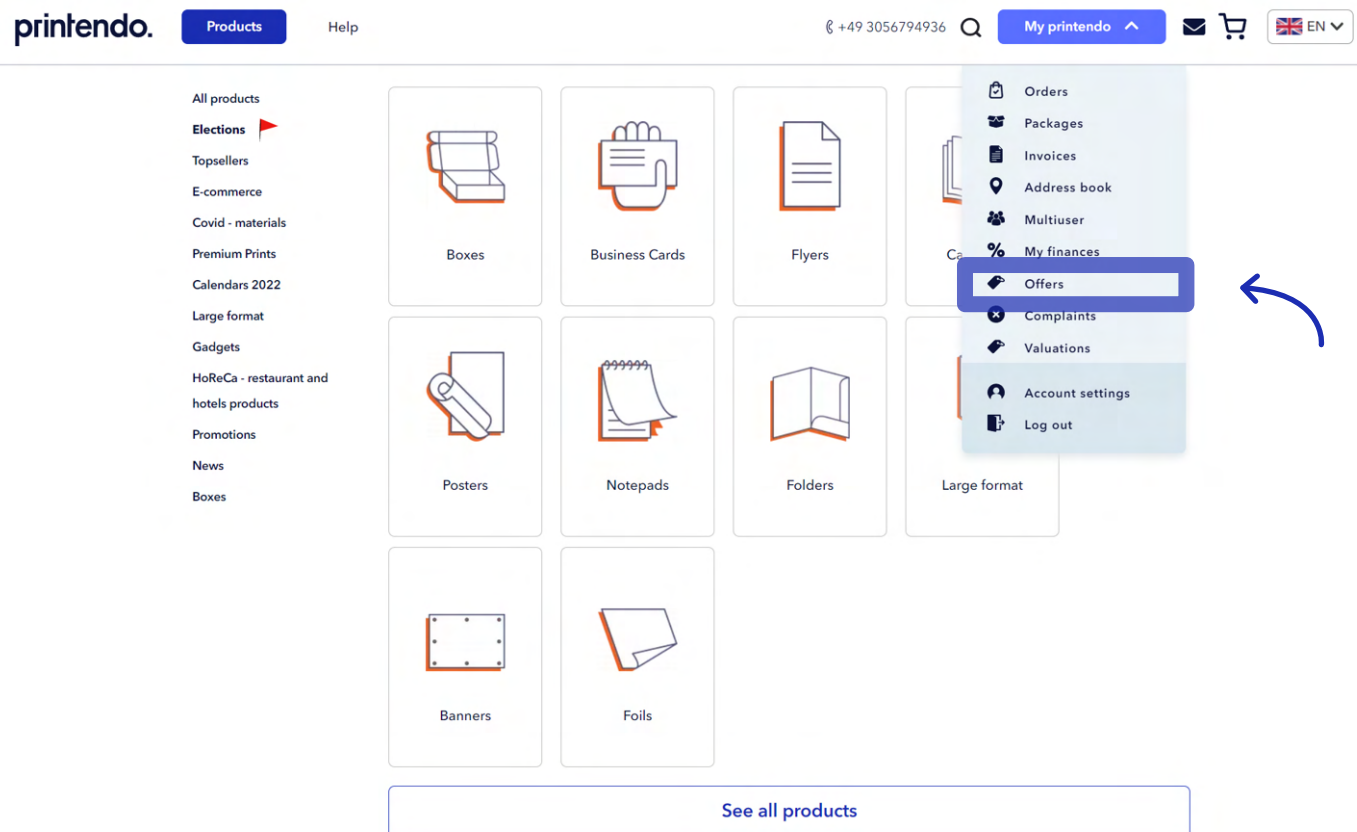
Create offer download a valuation to PDF

Product parameters
Product: Business Cards
Circulation: 1 x 100 pcs.
Format: 85 x 55 mm
Paper type: matt 350 g
Printing: double-sided 4/4

STEP-BY-STEP OFFER CREATOR

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2. In the menu under **My Account**.



You have a choice of 2 scenarios for using the offer functionality: click **Create Offer** under the **Add to Cart** button, or select **Offers** from the **My printendo** dropdown menu.

SCENARIO 1 - CREATING AN OFFER FROM THE PRODUCT LEVEL (USING BUSINESS CARDS AS AN EXAMPLE)

1. You select a product (**Business cards**), specify the order parameters in the selector (print run, paper type, etc.) and click **Create Offer** (under the **Add to Cart** button).

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Home > Products > Business Cards

Business Cards

More information about this product

1. SELECT PRODUCT PARAMETERS

PRODUCT
Business Cards

FORMAT
85 x 55 mm

PAPER TYPE
Matt 350 g

PRINTING
Double-sided 4/4

VARNISHING, FOLIATION
Standard

CORNERS SHAPE
Rectangular

PUNCHING
No

CUTTING TO FORMAT
No

NUMBER OF DESIGNS
1

CHECKING FILES
Automatic checking

HOW TO PREPARE A FILE?
Printing instruction

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2. CHOOSE THE CIRCULATION AND MODE OF IMPLEMENTATION

	ECONOMIC	STANDARD	EXPRESS
	product UNAVAILABLE in mode economical	Shipping: WE 15.03 ORDER TODAY TO 16:00	product UNAVAILABLE in mode express
Circulation	Subtotal price	Subtotal price	Subtotal price
100	-	€8.78	-
250	-	€10.48	-
500	-	€12.79	-
1,000	-	€21.27	-
1,500	-	€29.59	-
2,000	-	€37.45	-
2,500	-	€46.08	-
3,000	-	€51.93	-
3,500	-	€59.64	-
4,000	-	€67.80	-
4,500	-	€75.20	-
5,000	-	€82.44	-

3. ORDER

SHIPMENT
15.03.2023
Order today to 16:00
International shipping

The condition for shipping is:
adding files to 15:30
accepting previews to 16:00
payment of the order by 16:00

Circulation: 1 x 100 pcs.
Subtotal price per pcs.: €0.088
Subtotal product value: €8.78
VAT: €2.02

Total to pay:
€8.78 subtotal
€10.80 total

ADD ORDER

Create offer download a valuation to PDF

Product parameters
Product: Business Cards
Circulation: 1 x 100 pcs.
Format: 85 x 55 mm
Paper type: matt 350 g
Printing: double-sided 4/4

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2. The website will take you to the **My Offers** subpage, where the offer creator will appear.

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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS

Product

Date of creation

Price

Q Search

Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
170041/W00002	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	

Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo

Stephansplatz 7, Austria

1010 WIEN

Austria

Date

13.03.2023

List of products

1.

Product

Business Cards

STEP-BY-STEP OFFER CREATOR

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- 3.** You fill in the data of the subject for whom you are creating an offer (**Your customer data**). Your company name and address (**Your header data**) will be taken automatically from the data assigned to your account at printendo.com. You can upload your logo to the offer, which will appear in the .pdf file with the offer.

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• Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo
Stephansplatz 7, Austria
1010 WIEN
Austria

Date
13.03.2023

• List of products

1.

Product: Business Cards

Margin: 0 %

VAT rate: 23 %

Circulation: 1 x 100 pcs.

Net price: 8.78 €

Selected mode of implementation: Standard

Implementation date: 3 days

Product parameters

Upload a photo

STEP-BY-STEP OFFER CREATOR

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- 4.** In the **Product List section**, you can edit the fields: product name, margin and VAT rate, and replace the images with your own if necessary. The product parameters will be taken from the selector and are non-editable (you can change them from the selector by going back to the previous step, before clicking **Create Offer**).


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Austria

List of products

1.



Upload a photo 

Product

Business Cards

Margin

0 %

VAT rate

23 %

Circulation

1 x 100 pcs.

Net price


8.78 €


Selected mode of implementation

Standard

Implementation date

3 days

Product parameters 

Add product 

List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

STEP-BY-STEP OFFER CREATOR

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- 5.** Below you will see 2 buttons **Add product**. Use the first to add another item from the printendo.com catalogue to your offer. The second button allows you to add your own products to the offer, from outside the printendo.com catalogue.

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Upload a photo

Circulation 1 x 100 pcs.

Net price 8.78 €

Selected mode of implementation Standard

Implementation date 3 days

Product parameters

Add product

List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

Add product

Offer term

Date from 13.03.2023 Date to 13.03.2023 Number of days: -

Additional costs

No additional costs

Add cost

Payment terms

Payment method PayPal

Number of days 0

STEP-BY-STEP OFFER CREATOR

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6. In the next step, you specify the duration of the offer, additional costs (e.g. transport costs) and select the form of payment and deadline. If all the details have been filled in, you can use the **Preview** function to see if everything in the generated offer matches or select the **Save button** straight away.

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List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

Add product

Offer term

Date from 13.03.2023 Date to 13.03.2023 Number of days: -

Additional costs

No additional costs

Add cost

Payment terms

Payment method PayPal

Number of days 0

Summary of offer terms and conditions

	Net value	VAT rate	VAT value	Gross value
Including:	€8.78	23 %	€2.02	€10.80
Total:	€8.78	-	€2.02	€10.80

Save Cancel

STEP-BY-STEP OFFER CREATOR

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- 7.** You download the saved offer, in the form of a .pdf file, from the menu at the top right of the offer creator (next to the **Copy**, **Edit**, **Add to basket** and **Delete** buttons).

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My offers






Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS x clear filters

Product Date of creation Price

Search Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
170041/W00002	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	    

Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo
Stephansplatz 7, Austria
1010 WIEN

Date

Printendo 13.03.2023

STEP-BY-STEP OFFER CREATOR

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8. The second place to download the offer file is the archive under **My Offers**.

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Products

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My printendo



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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS

x clear filters

Product

Date of creation

Price

Search

Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
-----------	------------	------------------	-----------	-------------	------------------------	---------

> 170041/W00002	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	
-----------------	-------------------	------------	-------	--------	------------	--

View: 5

PRODUCTS

All products
Elections
Topsellers
E-commerce
Covid - materials
Premium Prints

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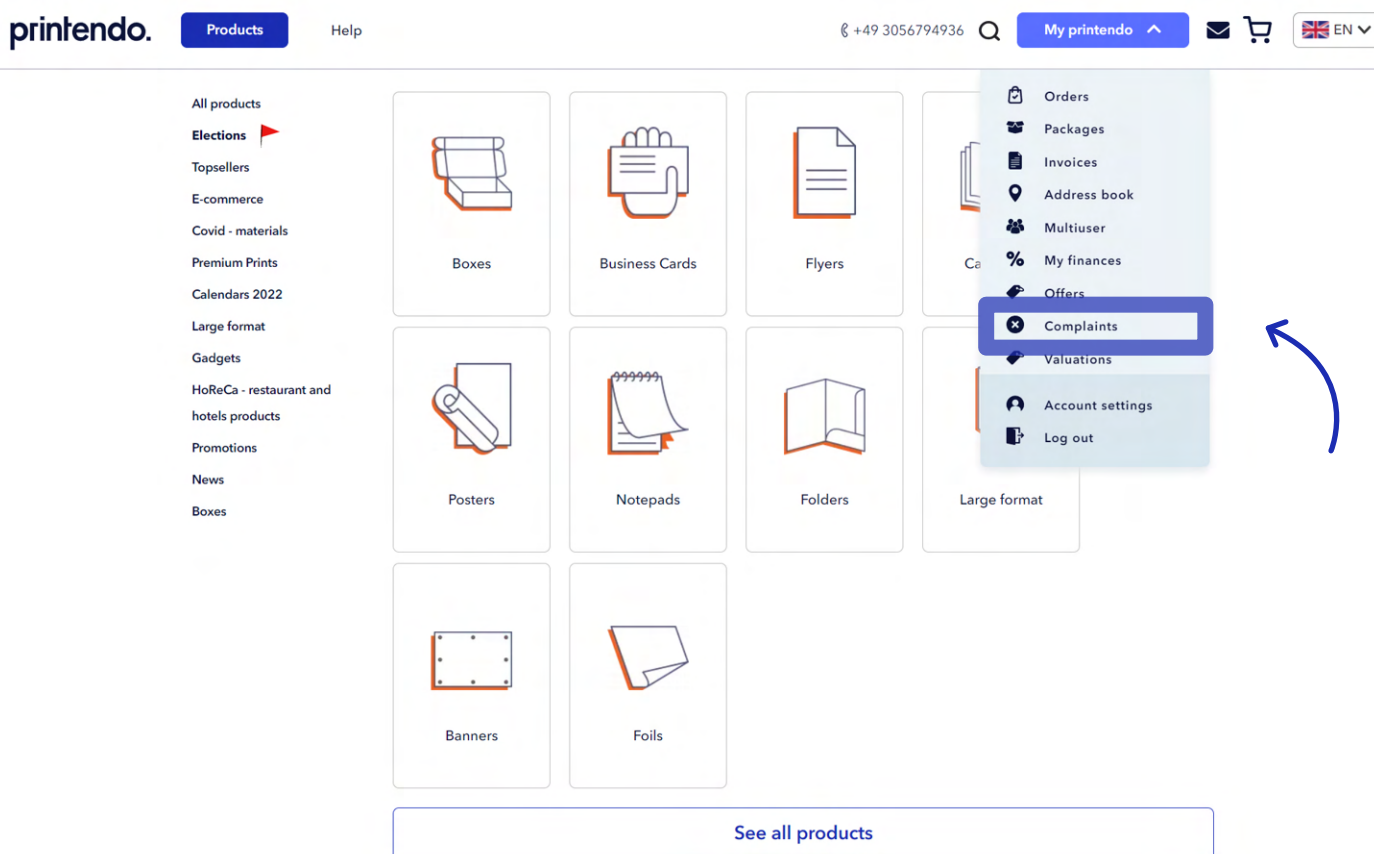
NEWSLETTER

Enter e-mail address

Save

SCENARIO 2 – CREATING AN OFFER FROM THE DROPDOWN MENU (MY PRINTENDO)

1. Select **offers** from the list under **My Account**.



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2. In the **My Offers** section, which the website will take you to, you click **Create an Offer**.

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My printendo

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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS

Product

Date of creation

Price

Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
> 237960/W00001	Offer name Change	13.03.2023	€0.00	€0.00	13.03.2023	

View: 5

PRODUCTS

All products

Elections

Topsellers

E-commerce

Covid - materials

Premium Prints

Calendars 2022

Large format

Gadgets

HoReCa - restaurant and hotels products

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Enter e-mail address

Save

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- 3.** After clicking **Create offer**, a creator will appear with an empty offer template to complete. The first steps will be the same as in scenario 1: you fill in the data of the subject for which you are creating an offer (**Your customer's data**). Your company name and address (**Your header data**) will be taken automatically from the data assigned to your account at printendo.com. You can upload your logo to the offer, which will appear in the .pdf file with the offer.

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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

Product
Date of creation
Price

Search Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
170041/W00002	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	

Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo

Date

13.03.2023

Printendo
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1010 WIEN
Austria

STEP-BY-STEP OFFER CREATOR

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4. Using the **Add Product** button, you select the items to be included in the offer.

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• Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo
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Austria

Printendo

Date

13.03.2023

• List of products

Add products to your offer.

Add product

• List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

• Offer term

Date from 13.03.2023 Date to 13.03.2023 Number of days: -

STEP-BY-STEP OFFER CREATOR

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5. You select the product you are interested in, specify the parameters in the selector (dimensions, print run, paper type, etc.) and, from the product level, click on the **Add Product** button.

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Home > Products > Business Cards

Business Cards

More information about this product

1

2

3

1. SELECT PRODUCT PARAMETERS

2. CHOOSE THE CIRCULATION AND MODE OF IMPLEMENTATION

3. ORDER

PRODUCT

Business Cards

FORMAT

85 x 55 mm

PAPER TYPE

Matt 350 g

PRINTING

Double-sided 4/4

VARNISHING, FOLIATION

Standard

CORNERS SHAPE

Rectangular

PUNCHING

No

CUTTING TO FORMAT

No

NUMBER OF DESIGNS

1

CHECKING FILES

Automatic checking

ECONOMIC

product UNAVAILABLE in mode economical

STANDARD

Shipping: WE 15.03

ORDER TODAY TO 16:00

EXPRESS

product UNAVAILABLE in mode express

Circulation	Subtotal price	Subtotal price	Subtotal price
100	-	€8.78	-
250	-	€10.48	-
500	-	€12.79	-
1,000	-	€21.27	-
1,500	-	€29.59	-
2,000	-	€37.45	-
2,500	-	€46.08	-
3,000	-	€51.93	-
3,500	-	€59.64	-
4,000	-	€67.80	-
4,500	-	€75.20	-
5,000	-	€82.44	-

SHIPMENT

15.03.2023

Order today to 16:00

International shipping

The condition for shipping is:

adding files to 15:30

accepting previews to 16:00

payment of the order by 16:00

Circulation:

Subtotal price per pcs.:

Subtotal product value:

VAT:

1 x 100 pcs.

€0.088

€8.78

€2.02

Total to pay:

€8.78 subtotal

€10.80 total

ADD PRODUCT

CANCEL

download a valuation to PDF

Product parameters

Product: Business Cards

Circulation: 1 x 100 pcs

HOW TO PREPARE A FILE?

Printing instruction

STEP-BY-STEP OFFER CREATOR

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6. The selected product will appear in the offer. Add further products in the same way. From the creator, you can change the product images, edit the name, VAT rate and add a margin amount.

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Personalize your offer

Your logo

Drop the file here or click to select from your computer

Your customer's data

Printendo
Stephansplatz 7, Austria
1010 WIEN
Austria

Date

Printendo
13.03.2023

List of products

1.

Product

Business Cards

Margin

0 %

VAT rate

23 %

Circulation

1 x 100 pcs.

Net price

8.78 €

Selected mode of implementation

Standard

Implementation date

3 days

Product parameters

Upload a photo

Add product

STEP-BY-STEP OFFER CREATOR

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7. You can also supplement the offer with your own products, outside of the printendo.com catalogue.

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Printendo

13.03.2023

List of products

1.



Upload a photo

Product

Business Cards

Margin

0

%

VAT rate

23

%

Circulation

1 x 100 pcs.

Net price

8.78

€

Selected mode of implementation

Standard

Implementation date

3 days

Product parameters

Add product

List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

Add product

Offer term

Date from

13.03.2023

Date to

13.03.2023

Number of days:

-

18

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- 8.** In the next step, you specify the duration of the offer, additional costs (e.g. transport costs) and select the form of payment and due date. If all the details have been completed, you can use the **Preview** function to see if everything in the offer is correct or select the **Save button** straight away.

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Add product +

- List of proprietary products

Add a product from the Printendo website to be able to add a product of your own.

Add product +

Date from13.03.2023Date to13.03.2023

Number of days: -

Additional costs

No additional costs

Add cost +

Payment terms

Payment methodPayPal

Number of days0

Summary of offer terms and conditions

	Net value	VAT rate	VAT value	Gross value
Including:	€8.78	23 %	€2.02	€10.80
Total:	€8.78	-	€2.02	€10.80

Save

Cancel

19

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9. You can download the saved offer, in the form of a .pdf file, from the menu at the top right of the offer creator (next to the **Copy**, **Edit**, **Add to basket** and **Delete** buttons).

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My printendo

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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS

Product

Date of creation

Price

Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
170041/W00004	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	<div><div>Personalize your offer</div><div>Your logo</div><div>No logo</div></div>

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10. The saved offer is also available on the list in the offer archive under **My Offers**.

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My offers

Create an offer for your customers. Add one or more products.
You can save the offer as an xls or pdf file (as an offer or product catalog).

Create offer

FILTER OFFERS

Product

Date of creation

Price

Search

OFFER NO.	OFFER NAME	DATE OF CREATION	NET VALUE	GROSS VALUE	DATE OF OFFER VALIDITY	ACTIONS
> 170041/W00004	Offer name Change	13.03.2023	€8.78	€10.80	13.03.2023	

View: 5

PRODUCTS

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