

Track Orders and Access Invoices

customer.schuster.com/Home.aspx

Profile Admin


SIMON & SCHUSTER
CUSTOMER PORTAL

447017 - EDUCATIONAL LIBRARY SHOWS

Welcome elizabeth worthy,


What information would you like to access?

Now, all of your account information is just a click away! Looking for the status of an order? Searching for a specific title? Need the balance for your Premier Marketing Plan or Standard Co-op Pool? Click on the headers below to get started.




ORDERS >

Track your order details and history, check open purchase orders and view backorder status.




INVOICES >

View, print or email invoices and track your shipments.



DIGITAL CATALOGS >

Access all of our latest seasonal, add-on title, and essential backlist catalogs, including those customized for your account.



USER ADMINISTRATION >

Manage user access for your account. As the administrator, you can create and delete user IDs as well as customize access for individual users.

CONTACT
CUSTOMER SERVICE >

SIMON & SCHUSTER
.BIZ | .COM | .NET

SIMON & SCHUSTER
DIGITAL CATALOG

edelweiss
Interactive Publisher Catalogs

Copyright 2013, Simon & Schuster, Inc.

Track Orders – Enter Date Parameters



ORDERS

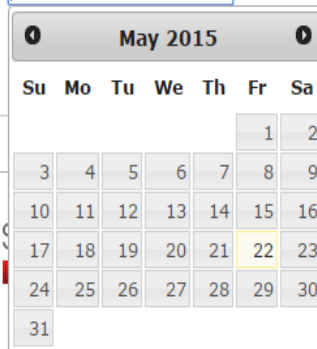
Looking for the status or details of an order? You can now track all of your orders using the search box below. Once you find an order, you can view the line items by clicking on either the PO Number or Document Control Number below.

Looking for an Invoice? [Click Here](#) to search Invoices.

Search:

Account:	447017 - EDUCATIONAL LIBRARY SHOWS ▾	Ship To:	---ALL--- ▾
PO Number:	<input type="text"/>	ISBN:	<input type="text"/>
Doc Number:	<input type="text"/>	Title:	<input type="text"/>
Status:	---ALL--- ▾		
Order Start Date:	<input type="text"/>	Order End Date:	05/22/2015

[Click Here](#) to view Status definitions



Order History



ORDERS

Looking for the status or details of an order? You can now track all of your orders using the search box below. Once you find an order, you can view the line items by clicking on either the PO Number or Document Control Number below.
Looking for an Invoice? [Click Here](#) to search Invoices.



Search:

Account:	<input type="text" value="447017 - EDUCATIONAL LIBRARY SHOWS"/>	Ship To:	<input type="text" value="---ALL---"/>
PO Number:	<input type="text"/>	ISBN:	<input type="text"/>
Doc Number:	<input type="text"/>	Title:	<input type="text"/>
Status:	<input type="text" value="---ALL---"/>		
Order Start Date:	<input type="text" value="04/01/2015"/>	Order End Date:	<input type="text" value="05/22/2015"/>

[Click Here](#) to view Status definitions

Store	PO Number	Doc Number	Total Lines	Total Units	Order Date	Status
S&S BOOTH#S 1103 & 1104	FRIDAYSIGNING	5081257	1	96	5/19/2015	Open Order
S&S BOOTH#S 1103 & 1104	SATURDAYSIGNING	5081265	24	1308	5/19/2015	Hold
S&S BOOTH#S 1103 & 1104	SUNDAYSIGNING	5081307	21	1316	5/19/2015	Open Order
S&S BOOTH#S 1103 & 1104	MONDAYSIGNING	5081343	7	352	5/19/2015	Open Order
S&S BOOTH#S 1103 & 1104	EVENTS	5081349	4	572	5/19/2015	Open Order
S&S BOOTH#S 1103 & 1104	GIVEAWAY	5075173	67	6982	5/18/2015	Hold
S&S BOOTH#S 1103 & 1104	KIDSDISPLAY	5075179	108	156	5/18/2015	Hold
S&S BOOTH#S 1103 & 1104	ADULTDISPLAY	5075164	75	148	5/18/2015	Hold
SIMON & SCHUSTER/ EDU. & LIB.	NBA15OFFICE	5068536	7	34	5/15/2015	Shipped
FOLLETT SCHOOL SOLUTIONS	ALAFOLLETT152	5065077	1	60	5/14/2015	Shipped

Track Orders – Order Status

 Profile  Admin

SIMON & SCHUSTER
CUSTOMER PORTAL

447017 - EDUCATIONAL LIBRAR

Home **Orders** Invoices Digital Catalogs User Administration



General Information:

Doc Control No: 5068536
Date: 5/15/2015
Shipped

Billing Address
EDUCATIONAL LIBRARY SHOWS
01-199-517125-1999-6597
NEW YORK, NY 10020

Shipping Address
Same as billing address

ISBN	Title	PO Number	Invoice Number	List Price	Discount	Qty Ordered	Status	Combined Order #	Ship Date
09781481436595	ENCHANTED AIR BG - 4C	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481436649	OLD WOLF ARC	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481436960	CREEPING BG - 4C	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481445283	WINTER PLACE BG - 4C	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481445597	SHADOW BEHIND THE STARS	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481445719	RANDOMS BG - 4C	NBA15OFFICE		\$0.00	0.00 %	6	Cancelled		
09781481445719	RANDOMS BG - 4C	NBA15OFFICE	18124089	\$0.00	0.00 %	5	Shipped		05/20/2015
09781481448277	MY DIARY FROM THE EDGE O	NBA15OFFICE	18124089	\$0.00	0.00 %	4	Shipped		05/20/2015

SIMON & SCHUSTER
.BIZ | .COM | .NET

SIMON & SCHUSTER
DIGITAL CATALOG


edelweiss
Interactive Publisher Catalogs

Invoices – Print, Email, Fax




INVOICES

General Information:

Invoice No: 18124089
Date: 5/15/2015
Product Invoice/
Distribution Order Number: 55442782

Billing Address
EDUCATIONAL LIBRARY SHOWS
01-199-517125-1999-6597
NEW YORK, NY 10020

Shipping Address
Same as billing address

Export Invoice to:  PDF  Email  Fax

Shipment Information:

Shipment Date: 5/20/2015
Cartons: 2
Weight: 27.00

Ship Via: SWP
Shipped Lines: 7
Shipped Units: 34

Net Product: \$0.00
Tax: \$0.00
Transport: \$0.00
Total Invoice \$0.00

Line #	ISBN	Title	PO Number	Price	Discount	Order Qty	Shipped Qty	Hover for Details
1	9781481436960	CREEPING BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	
2	9781481436595	ENCHANTED AIR BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	
3	9781481448277	MY DIARY FROM THE EDGE O	NBA15OFFICE	\$0.00	0.00 %	4	4	
4	9781481436649	OLD WOLF ARC	NBA15OFFICE	\$0.00	0.00 %	5	5	
5	9781481445719	RANDOMS BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	
6	9781481445597	SHADOW BEHIND THE STARS	NBA15OFFICE	\$0.00	0.00 %	5	5	
7	9781481445283	WINTER PLACE BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	

Invoices - Shipping Details

INVOICES

General Information:

Export Invoice to:  PDF  Email  Fax

Invoice No: 18124089
Date: 5/15/2015
Product Invoice/
Distribution Order
Number: 55442782

Billing Address
EDUCATIONAL LIBRARY SHOWS
01-199-517125-1999-6597
NEW YORK, NY 10020








Shipping Address
Same as billing address

Shipment Information:

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Cartons: 2
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1	9781481436960	CREEPING BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	
2	9781481436595	ENCHANTED AIR BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	
3	9781481448277	MY DIARY FROM THE ED						
4	9781481436649	OLD WOLF ARC						
5	9781481445719	RANDOMS BG - 4C						
6	9781481445597	SHADOW BEHIND THE S						
7	9781481445283	WINTER PLACE BG - 4C	NBA15OFFICE	\$0.00	0.00 %	5	5	

PACKAGE INFO X

SWP

Admin – Create User

The screenshot shows a web browser window with the URL `customer.schuster.com/Admin/Users.aspx`. The page title is "SIMON & SCHUSTER CUSTOMER PORTAL" and the subtitle is "447017 - EDUCATIONAL LIBRARY SHOWS". The navigation menu includes "Home", "Orders", "Invoices", "Digital Catalogs", and "User Administration". The "Admin" link in the top left is circled in red. Below the navigation, the "USER ADMINISTRATION" section contains a paragraph explaining user creation and a "Create User" button, which is also circled in red. A table lists existing users, and a "Create New User" modal form is open, showing input fields for First Name, Last Name, Email Address, and Phone, along with a "Create User" button and a note about auto-generated passwords.

Profile Admin

SIMON & SCHUSTER
CUSTOMER PORTAL

447017 - EDUCATIONAL LIBRARY SHOWS

Logout

Home Orders Invoices Digital Catalogs User Administration

USER ADMINISTRATION

You can use your administrator status to create additional users for your account by clicking the "Create User" button below. User names will appear in the list below as they are created. You can edit and delete from this list. If you are a single person account, there is no need to create additional user IDs.

Create User

First Name	Last Name	Email	Admin	Last Mod.	Account(s)	Delete
elizabeth	worthy	elizabeth.worthy@simonandschuster.com	<input checked="" type="checkbox"/>	1/14/2015	view/edit	

Create New User

First Name:*

Last Name:*

Email Address:*

Phone:

Create User

New users will receive an email with an auto-generated password.