



G•S•L
GLOVEMAN
SUPPLIES LTD
WWW.GLOVEMAN.CO.UK

How to Guide Gloveman VIP System

Introduction to the Gloveman VIP System Website

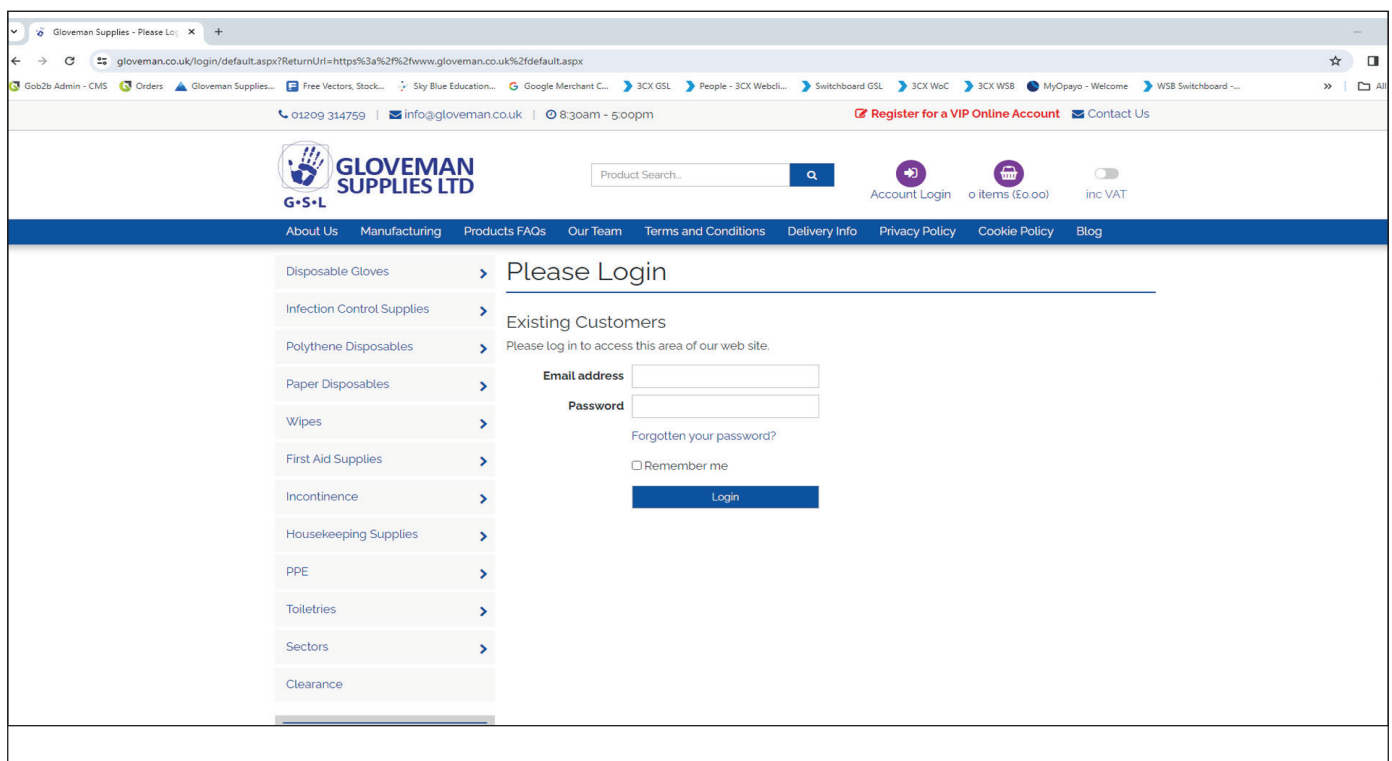
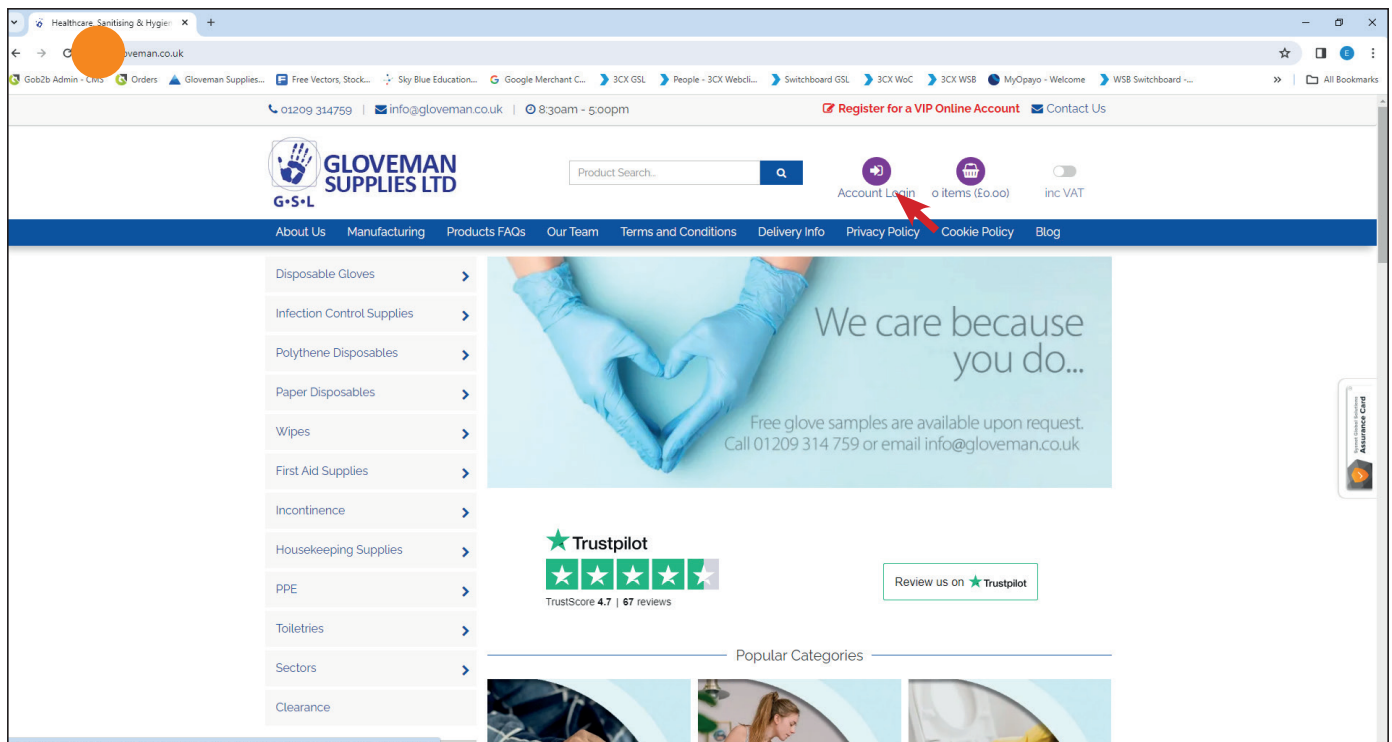
This guide will clearly show you how to place orders on your dedicated area of our website.

The website allows you to order in three ways and details of each will be illustrated in this guide to help you.

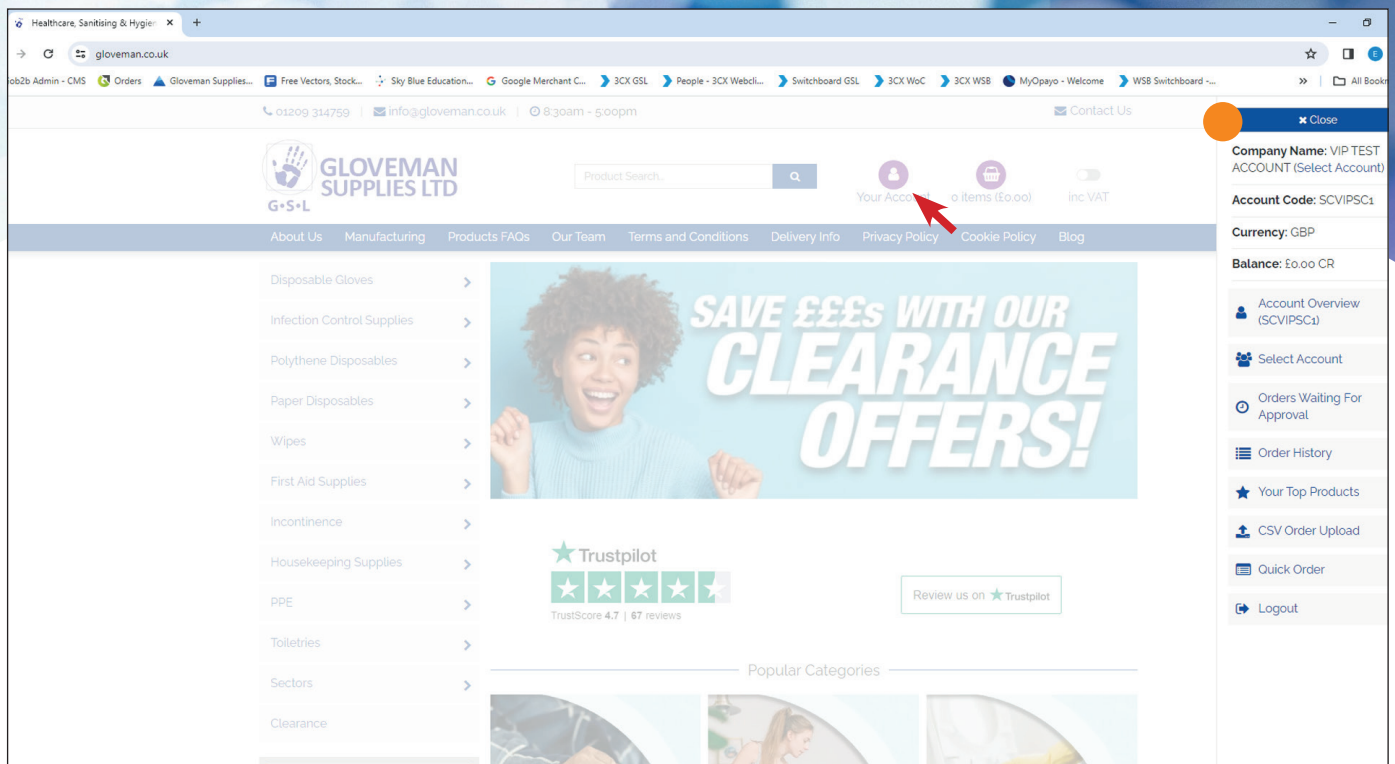
If you encounter any technical issues you can contact the Gloveman I.T. and Web Department on 01209 314759 and select option 4.

Access the Website

To access the your dedicated area on the Gloveman VIP System Website, simply type into the **Address Bar** of your usual internet browser **www.gloveman.co.uk**. Once on the homepage, click **Login/Register** in the top right to go to the sign in page.



Enter your account **Email Address** and your **Password**.

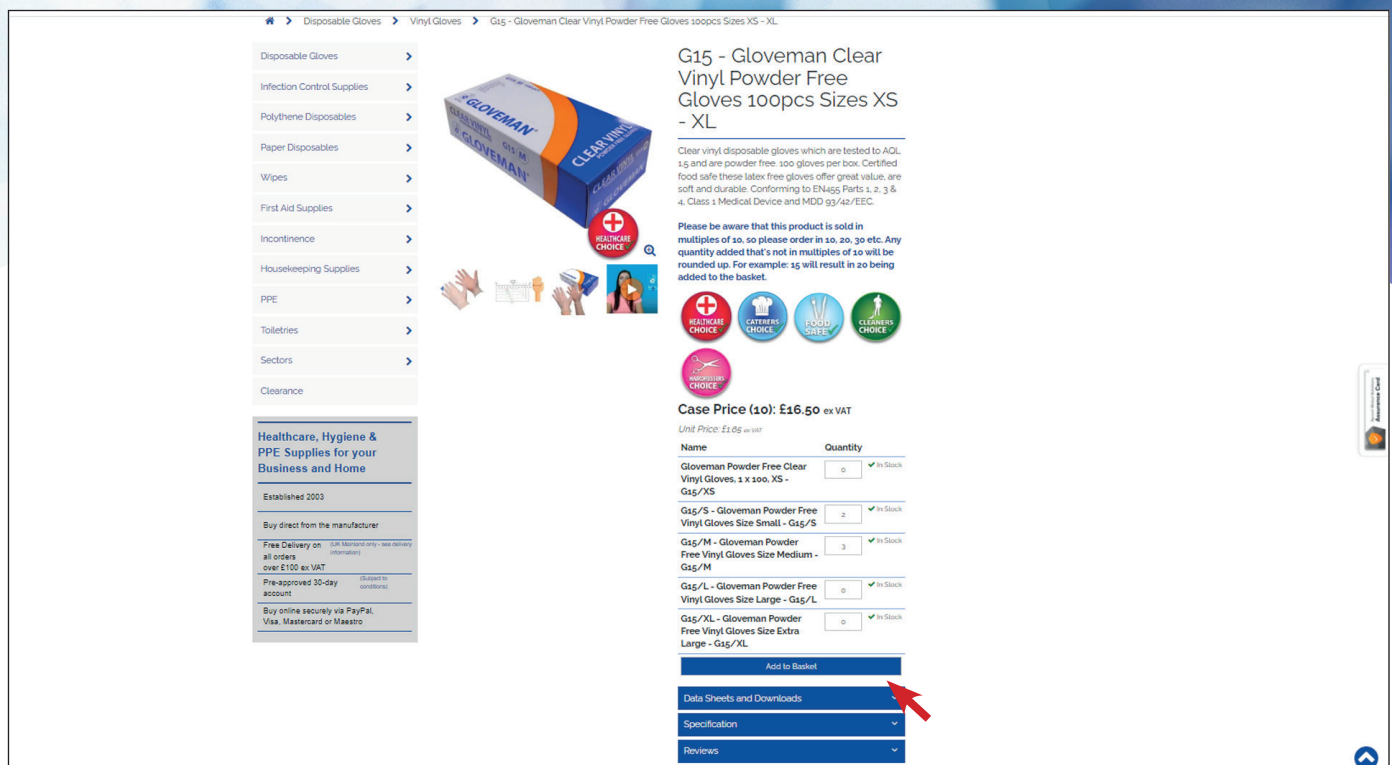


Once logged in you can click on **Your Account** and a **Sliding Side Menu** will appear on the right with access to useful pages such as account overview, order history, quick order and top products.

Ordering - Method One

Once logged in you can select the category of the product you wish to purchase e.g. Gloves. You can hover over Gloves and a list of available gloves types will appear next to it on the right. You can also, you can click on Gloves, then Vinyl Gloves then on to your chosen product in this instance **Gloveman Clear Vinyl Powder Free Glove** (As exempld below).



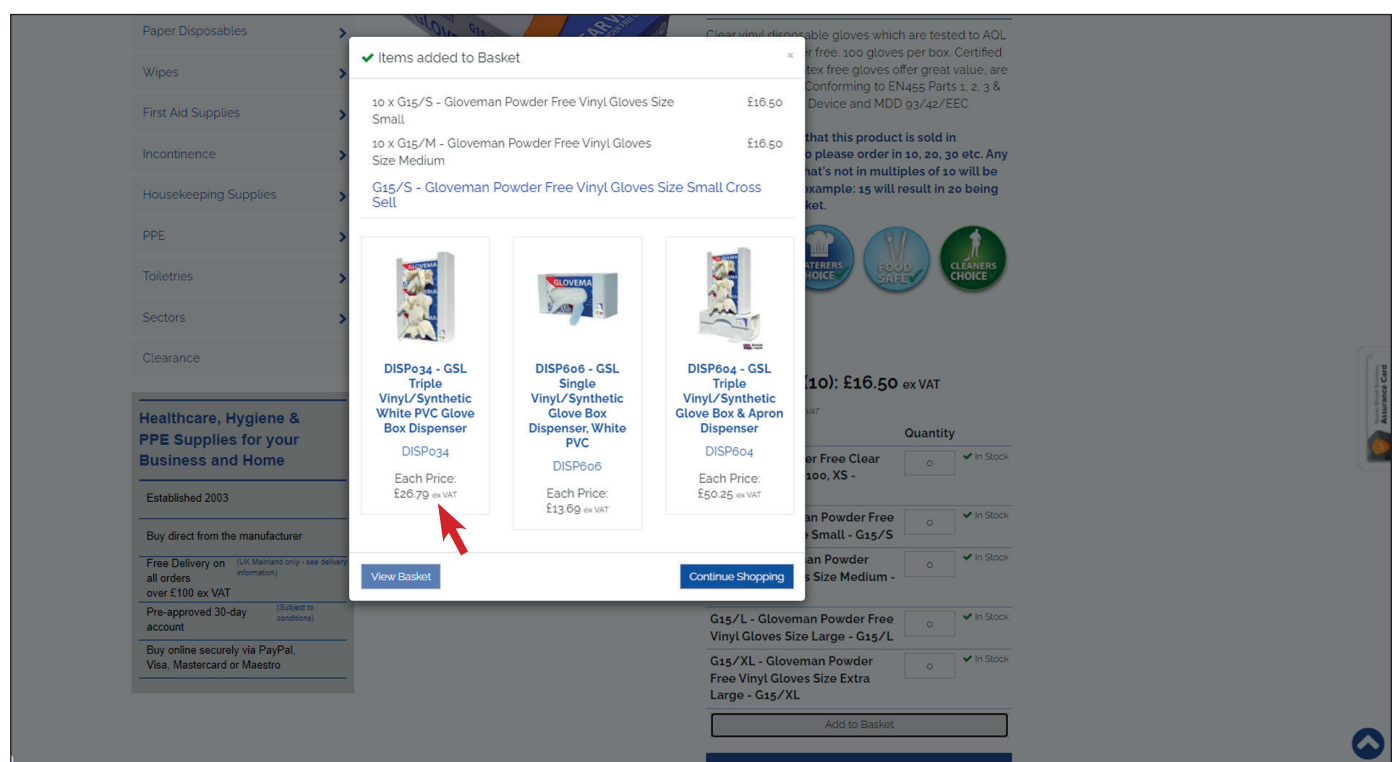


Once on the product page, and to the right of the image, you will be able to see the product name, description, specifications and any data/COSHH sheets that product may have.

You will also see the order quantity box or boxes where a product has multiple variants like sizes. In these boxes you can add the quantities you require against each size and then add these selections in one go to the basket by clicking **Add to Basket**.

Please note, some products like gloves are sold in multiples of 10. The quantity box allows for this and will change your quantity for you, as it's rounded up.

A window will appear where you can either continue shopping or view basket. Click on view basket.



Ordering Method Two - Quick Order

Once logged in click on **Your Account** at the top right. The **Sliding Side Menu** will appear on the right. From here click on **Quick Order**.

The first screenshot shows the GloveMan Supplies Ltd homepage. A red arrow points to the 'Your Account' link in the top right navigation bar. On the right side, a sliding side menu is open, showing various account options, with 'Quick Order' highlighted in blue.

The second screenshot shows the 'Your Shopping Basket' page. A 'Quick Order' box is open on the right side of the page. It contains a form with the following fields: 'g15/m' in the product code field, '1' in the quantity field, and 'Enter Stock Code' in the stock code field. A red arrow points to the 'Submit' button. Below the form is a 'CSV Order Upload' link.

You will then be re-directed to **Your Shopping Basket** page. This will open a page with a quick order box on the right. In this box you can input any product code you wish to purchase. For example (as above) G15/M is the product code for a case of GloveMan Clear Vinyl Powder Free Gloves. Enter the quantity you wish to purchase and click **Submit**. This will then add that product in the quantity entered in to your basket.

Ordering Method Three - CSV Upload

Once logged in click on **Your Account** at the top right. The **Sliding Side Menu** will appear on the right. From here click on **CSV Order Upload**.

The screenshot shows the GloveMan Supplies Ltd website. The top navigation bar includes links for 'Your Account', '0 items (£0.00)', and 'inc VAT'. A red arrow points to the 'Your Account' link. On the right side, a sliding side menu is open, displaying various account options. The 'CSV Order Upload' button is highlighted with a blue background and a white plus sign. Below the main navigation bar, the 'Your Shopping Basket' page is visible, showing a list of products and a 'Quick Order' form. A red arrow points to the 'CSV Order Upload' button in the side menu.

healthcare, Sanitising & Hygiene x +

gloveman.co.uk

Admin - CMS Orders GloveMan Supplies... Free Vectors, Stock... Sky Blue Education... Google Merchant C... 3CX GSL People - 3CX Webcli... Switchboard GSL 3CX WoC 3CX WSB MyOpayo - Welcome WSB Switchboard ~...

01209 314759 | info@gloveman.co.uk | 8:30am - 5:00pm Contact Us

GLOVEMAN SUPPLIES LTD

Product Search...

Your Account 0 items (£0.00) inc VAT

About Us Manufacturing Products FAQs Our Team Terms and Conditions Delivery Info Privacy Policy Cookie Policy Blog

Disposable Gloves >

Infection Control Supplies >

Polythene Disposables >

Paper Disposables >

Wipes >

First Aid Supplies >

Incontinence >

Housekeeping Supplies >

PPE >

Toiletries >

Sectors >

Clearance >

We care because you do...

Free glove samples are available upon request. Call 01209 314 759 or email info@gloveman.co.uk

Trustpilot

TrustScore 4.7 | 67 reviews

Review us on Trustpilot

Popular Categories

gloveman.co.uk/trade/cart/default.aspx

GLOVEMAN SUPPLIES LTD

Product Search...

Your Account 0 items (£0.00) inc VAT

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Disposable Gloves >

Infection Control Supplies >

Polythene Disposables >

Paper Disposables >

Wipes >

First Aid Supplies >

Incontinence >

Housekeeping Supplies >

PPE >

Toiletries >

Sectors >

Clearance >

Your Shopping Basket

Click here to upload your order by CSV.

Your order contains no items

Quick Order

If you know the product codes of your chosen items, please enter them below.

Enter Stock Code 1

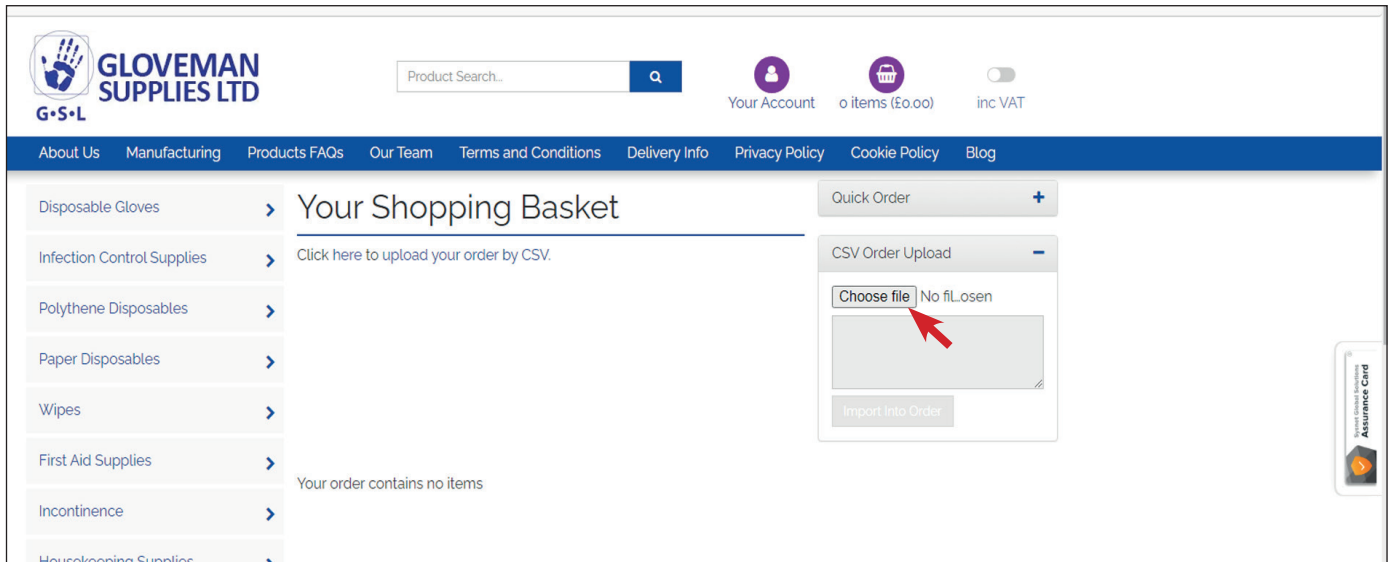
Submit

CSV Order Upload +

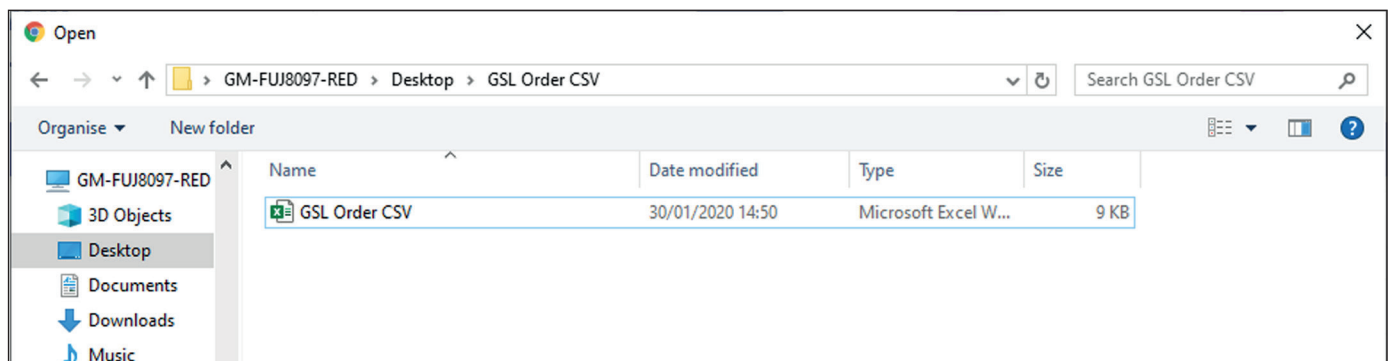
Healthcare, Hygiene & PPE Supplies for your Business and Home

dform

You will then be re-directed to **Your Shopping Basket** page. From here you need to click on the **CSV Order Upload** button with the **+** to extend the area.



In this box you are able to click **Browse** and select the file you wish to upload (wherever you have it saved - as below). If the file has headers on the top line you need to **Tick the if contains header field** (see CSV sample below to see what a header field is). Once you have selected your CSV file you can then upload it into the website and the products will automatically get added to your basket.



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 Established 2003

Your Shopping Basket

Click here to upload your order by CSV.

Quick Order
 If you know the product codes of your chosen items, please enter them below.
 Enter Stock Code 1

Description	Price	Quantity	Sub total	
 G15/S - Gloveman Powder Free Vinyl Gloves Size Small G15/S	£1.65	<input type="text" value="10"/>	£16.50	<input type="button" value="Update"/> <input type="button" value="Remove"/>
 G15/M - Gloveman Powder Free Vinyl Gloves Size Medium G15/M	£1.65	<input type="text" value="10"/>	£16.50	<input type="button" value="Update"/> <input type="button" value="Remove"/>
Goods Total			£33.00	<input type="button" value="Remove All"/>
Delivery (Zone 1 - Mainland UK less than £100 ex VAT)			£7.95	
Sub total			£40.95	
VAT			£8.19	
Total (inc VAT)			£49.14	



From the above page you will be able to amend the amount items in your basket or **Remove** any or all of the items from your basket.