

# Denco Sales eStore Tips & Tricks

## Review Orders

Review Orders pulls up a list of previous orders (not just web orders).

The screenshot shows the Denco Sales eStore homepage. The main banner advertises 'Aspire 5 Year Digital Gloss Vinyl'. The navigation bar includes links for Home, Search, Browse, Specials, Order Pad, Add Comment, and Saved Orders. A search bar is present. The left sidebar lists various product categories like Vinyl Films, Neon Supplies, and Electrical Sign Components. The right sidebar contains account management links such as My Account, Edit Account, Order History, Account Summary, Open Invoices, Paid Invoices, Review Orders, Shopping Lists, paint, and HP Ink. A red arrow points from the 'Review Orders' link in the right sidebar to the 'Review Orders' link in the top navigation bar.

This function provides a quick method to copy, print, email or just view a previous order.

The screenshot shows the 'Order Review' page. It includes a search filter for 'End Date' set to 06/17/2008. Below the filter is a table of order history. The table has the following columns: Order Number, P.O. Number, Order Type, Order Status, Entry Date, Estimated Ship Date, Ship Confirm Date, Invoice Date, Order Value, and Invoice Amount. The table contains 13 rows of order data.

Order Number	P.O. Number	Order Type	Order Status	Entry Date	Estimated Ship Date	Ship Confirm Date	Invoice Date	Order Value	Invoice Amount
<a href="#">2613279/00</a>	Steve Garbell	Order	Invoice Printed	04/24/2008	04/25/2008	04/24/2008	04/24/2008	64.75	64.75
<a href="#">2614541/00</a>	Steve Garbell	Return	Invoice Printed	05/05/2008	05/06/2008	05/05/2008	05/05/2008	48.56	-48.56
<a href="#">2617147/00</a>	charles	Order	Invoice Printed	05/23/2008	05/26/2008	05/23/2008	05/23/2008	5.39	5.39
<a href="#">2618889/00</a>	FRED	Order	Invoice Printed	06/06/2008	06/09/2008	06/06/2008	06/06/2008	2.69	2.69
<a href="#">2619972/00</a>	Steve Garbell	Order	Invoice Printed	06/16/2008	06/17/2008	06/16/2008	06/16/2008	41.78	41.78
<a href="#">3326454/00</a>	Duff Silver	Order	Invoice Printed	02/25/2008	02/25/2008	05/01/2008	05/01/2008	56.87	56.87
<a href="#">4205207/00</a>	Kathy Tiger	Order	Invoice Printed	04/24/2008	04/24/2008	04/24/2008	04/24/2008	23.34	23.34
<a href="#">6185279/00</a>	Joe McPhearson	Order	Invoice Printed	03/24/2008	03/24/2008	03/25/2008	03/25/2008	12.93	12.93
<a href="#">7100031/00</a>	Ben	Order	Invoice Printed	03/03/2008	03/03/2008	03/03/2008	03/03/2008	5.06	5.06
<a href="#">7101680/00</a>	Scott Campbell	Order	Invoice Printed	04/14/2008	04/14/2008	04/14/2008	04/14/2008	5.00	5.00

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