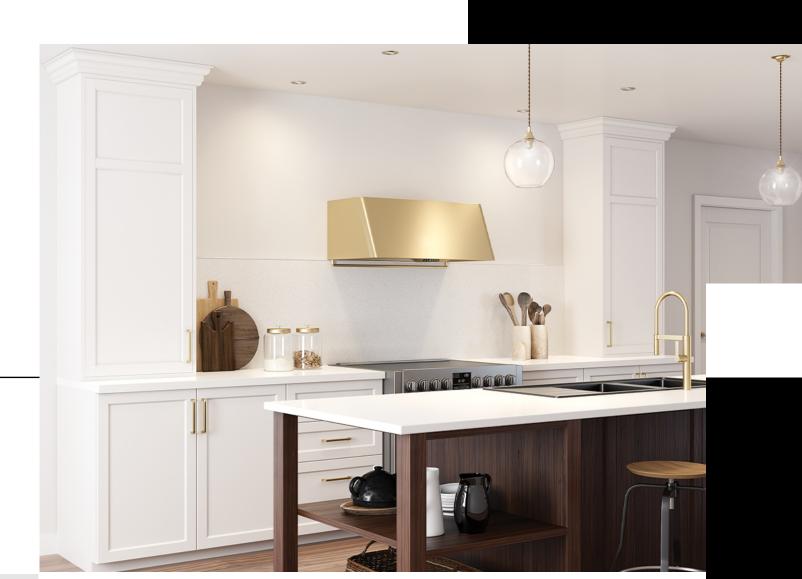
ZEPH'R

Zephyr Partner Portal

2021



How to Guide – Partner Portal & Digital Catalog **ZEPH'R**

Partner Portal Overview

What is a Partner Portal?

The Zephyr Partner Portal provides access to Sales Tools and a Digital Catalog.

- The Sales Tools section include links to presentations, catalogs, and other important Zephyr documents.
- The Digital Catalog section is on the Salsify platform and provides you with a quick way to access the most up-to-date product information for all Zephyr products.

Why should I use a Digital Catalog?

The benefit of using a Digital Catalog is the ease of access to all product information, such as model numbers, features, spec sheets, photography, and videos. The Digital Catalog has our entire portfolio of products, whether discontinued or active. You can even bulk export product information to upload into your system.

If I cannot find something I need in the Digital Catalog, who should I contact?

Please email all questions to partnerportal@zephyronline.com

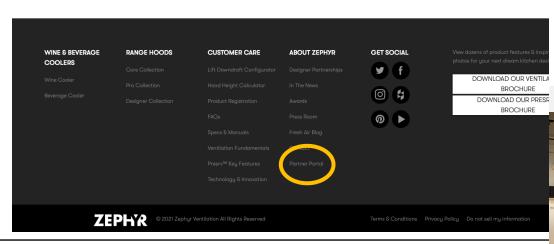


Partner Portal – Access

Accessing the Partner Portal

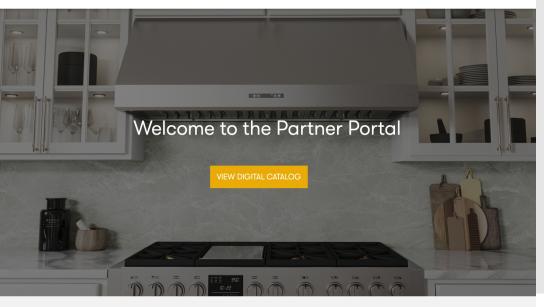
You will find the 'Partner Portal' link in the footer on the Zephyr homepage website, <u>zephyronline.com</u>. Or you can bookmark <u>zephyronline.com/partner-portal</u>.

Your password is discoverzephyr (lowercase, one word)





ZEPH'R WINE 8 BEVERAGE COOLERS RANGE HOODS FIND A DEALER CUSTOMER CARE Q



The Zephyr Digital Catalog provides you with a quick way to access the most up-to-date product information for all Zephyr products. In the Digital Catalog you can download all of our digital product assets, including model numbers, photography, glamour/romance copy, spec sheets, and more.



Sales Tools

- Zephyr Ventilation Mailer
- ✓ Vent 101 Presentation
- Ł Zephyr Connect Handout
- Literature Order Form |
 Distributors
- Product Bulletin | Designer Collection

- ∠ Zephyr Presrv™ Mailer
- ♣ Presrv[™] 101 Presentation
- ♣ Product Bulletin | Zephyr Connect
- ♣ Product Bulletin | Presrv™ ADA Wine & Beverage Coolers

Digital Catalog – Overview

Navigating the Digital Catalog

In the catalog you will be able to search for a specific product by model #, model name, model group, or collection by typing in the search bar.

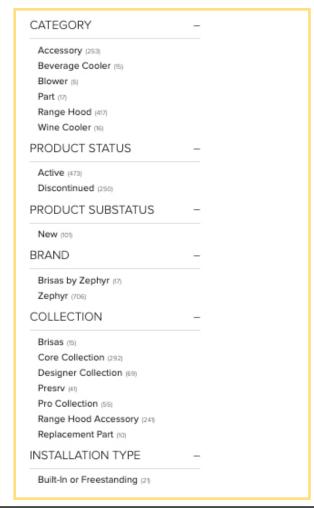
You can also filter results based on pre-configured categories on the left side of the catalog. For example, if you only want to see Active models, click on the "Active" filter. If you only want to see New models, click on the "New" filter.

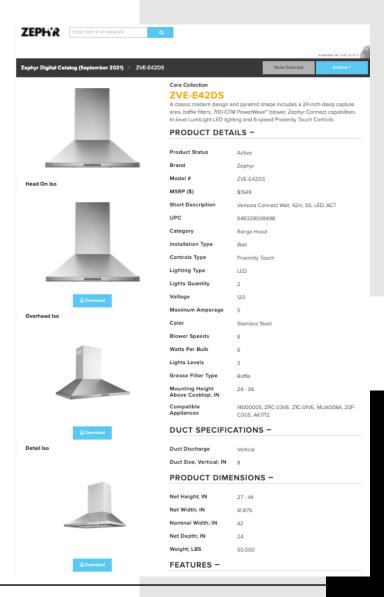
Once you are in a Product Detail Page you can view product information and download individual assets

Search Bar:



Filters:



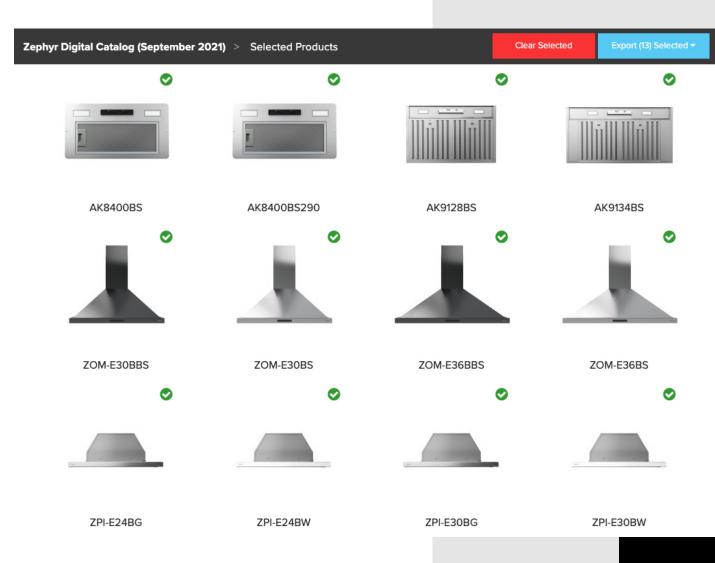




Downloading Product Information & Assets

Zephyr's Digital Catalog has the option to export Product Information into a spreadsheet and/or Product Assets (.png, .jpg, .mp4) into a .zip file.

The next three slides will provide more details on how to export and download product data.



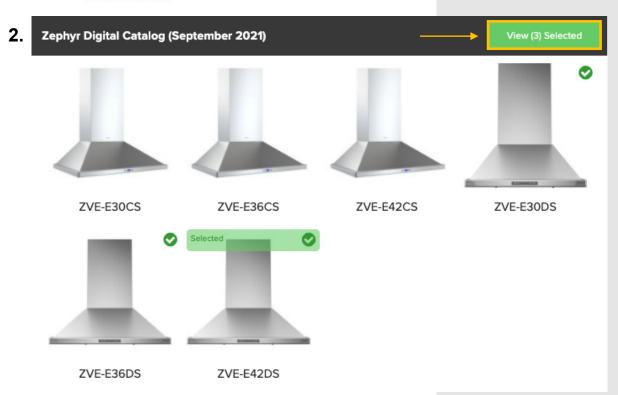
Selecting Products to Download

You can individually select the product(s).

- 1. When hovering over a specific model, you will notice a grey bar appear asking if you would like to "Select" this product.
- Selecting a product or multiple products will create a list of products which can be viewed or downloaded.



ZVE-E42DS



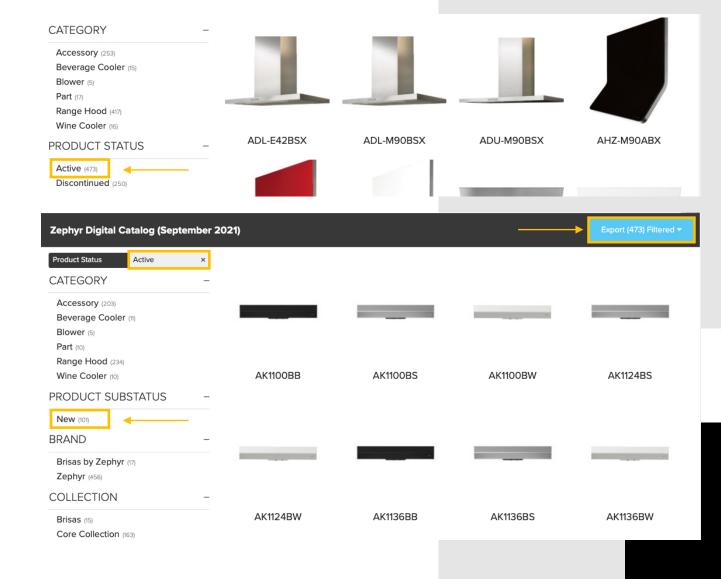


Selecting Categories of Products to Download

You can also select categories of product rather than individual models.

Click one of the filters in the left-hand sidebar of the Digital Catalog to select all products that are part of that category. For example, you can select "Active" to export all active products or select "New" to export all new products.

You can also clear all filters and export the entire catalog.





zve-e3ods zve-e36ds

Zephyr Digital Catalog (September 2021) > Selected Products

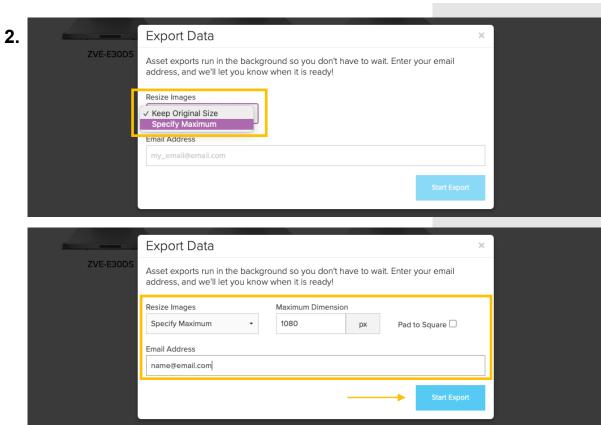


Choosing the Data to Export

You can export a Product Spreadsheet (which includes all the product information) and/or Product Assets (photography, spec sheets, etc.)

Product Assets may also be transformed to a maximum size. For example, if you only need photos to be 1080 pixels you can enter that in the Maximum Dimension box.

When you are ready, select Start Export and your files will begin preparing in the background. When the files are ready, a download link will be emailed to you.



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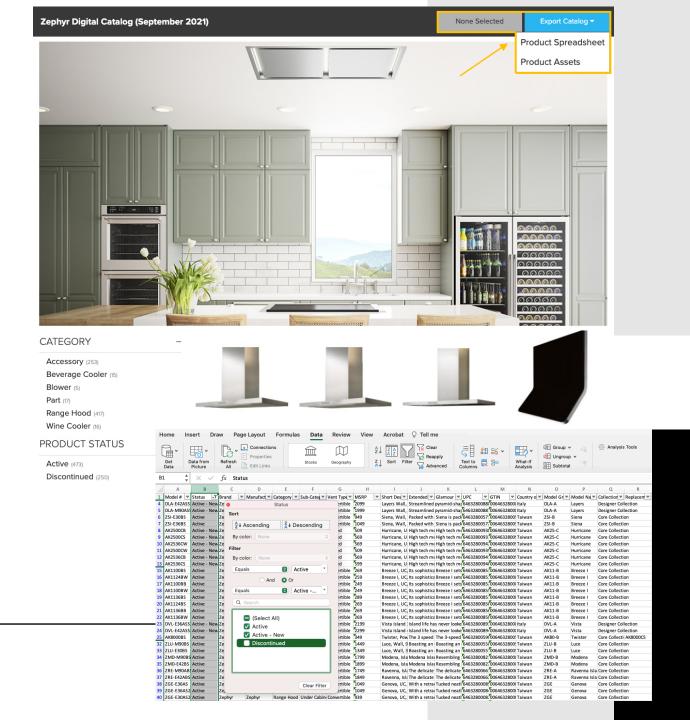


How to Download the Complete Active Zephyr Catalog

All active Zephyr product data can be found under the "Active" filter.

After selecting the Digital Catalog from the Partner Portal welcome page, check that you have "None Selected" showing at the top of the Catalog, and then select "Product Spreadsheet" from the "Export Catalog" dropdown menu.

In the "Status" column of each exported spreadsheet, filter out the "Discontinued" product rows.



Thank you