PROCEDURE FOR THE USE OF THE NEW RESTRICTED AREA

Login to the resctricted area through the site: <u>https://www.cima.it/</u> and clicking on the icon "My Cima"





Once you have entered the personal credentials you already have or - for new customers - those provided by Cima (paying attention because the fields are case sensitive), the new Home Page will open as follows:



You will have the possibility to carry out the search as previously, using the "Search" space at the top left or carry out the search by "Product type" by clicking on "Sprayers / Dusters" or "Sprayheads":



Using the search field: Type the complete code to search for with dots or enter only the first part of the code with dots, followed by a star (E.g. A.T50SA.15.E16 or A.T50SA*) and click on "Search" or "Enter key".

Below are some examples of Search (in case you don't know the complete code):

- Type A.P* and click on Search to search for the 3-Point mounted Sprayers (New Plus);
- Type A.T* and click on Search to search for the Trailed Sprayer (Blitz);
- Type A.S* and click on Search to search for the Articulated Sprayers (Link);
- Type IMP.MINI* and click on Search to search the Minisolf duster;
- Type I.S* and click on Search to search the 3-point mounted Dusters (S420/S430/S520/S530);
- Type T.* and click on Search to search the sprayheads;

To search for Use and Maintenance manuals (LUM) and Technical Bulletins:

- Type LUMENG and click on Search for all sprayers manuals;
- Type LUM PLUS* and click on Search for the 3-point Mounted Sprayers Manuals (New Plus);
- Type LUM BLITZ* and click on Search for the Trailed Sprayer manuals (Blitz);
- Type LUM LINK* and click on Search for the Articulated Sprayers manuals (Link);
- Type LUM MINI* and click on Search for Minisolf duster;
- Type LUM IMP* and click on Search for the Duster manuals (S420/S430/S520/S530);
- Type LUM SPRAYHEAD* and click on Search for the manual relating to the Sprayheads;
- Type LUM LOW VOLUME * and click on Search for the manual relating to the Low Volume ;
- Type **BTENG*** and click on Search for all the Technical Bullettins. (Pay attention to the year of revision)

To search for the Flow tables of the Sprayheads :

- Type FLOWTABLE* and click Search and select your version

To search for price lists:

- Type LIST* and click on Search to consult the equipment price list / SPARE PARTS* for the spare parts list.

To carry out the "Search by Product" - on the Home Page of the reserved area, click on "Sprayers" "Dusters" to search among the equipment, click on "Sprayheads" to search among all the available sprayheads. For example, after clicking on "Sprayers" you will get the following screen :

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In the "Search the machine by serial number" space, by entering the sprayer serial number (only for serial numbers starting from 2022), it will be possible to view more details of the sprayer combined with the indicated serial number (the model, the diameter of the fan and the tank capacity):

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| | Anri Tino | Nome | Codice | Rev | Data inizio competenza | Data fine competenza | CID | Dal numero di matricola | Al numero di matricolo | Fet | |
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At the bottom of the screen, an exploded view of the selected sprayer will appear for consultation/download/purchase.

In detail, the string will be like the one below,

Apri Tipo Nome Codice Rev. Data inizio competenza Data fine competenza C-ID Dal numero di matricola Al numero di matricola Est. Image: File interattivo A.P45N1.04.L16.srproduct A.P45N1.04.L16 06 Image: Control of the competenza 04 220144 Image: Control of the competenza Srproduct

By clicking on the first icon on the left the exploded view will open on the right of the screen and by clicking on the "Open" button the exploded view will be displayed (only for sprayers starting from 2020 is interactive and no longer in PDF) like the following:



The interactive exploded view is much more intuitive and easy to use and will allow you to save time searching for the code By selecting the box corresponding to the section of the sprayer you are interested in, the section will be highlighted:



In this way, clicking on the button will reopen the preview of the section of the exploded view selected on the right of the screen, and by clicking on "Open" the exploded view will open in more detail showing all the spare part codes

that make up the section of the chosen sprayer. The screen will show all the exploded details and simply by sliding the mouse cursor or clicking on a spare part, the corresponding code in the list on the right will light up, thus making your choice easier and allowing you to make the purchase.



E – COMMERCE CIMA

The big news in Cima's Restricted Area is the "E-Commerce": from February 2024 all Cima customers will have at their disposal the platform for placing spare parts orders.

The "Cart" item has been inserted in the layout of the Home Page of the rescricted area, the section where you can place orders, manage those not yet confirmed, view the status of confirmed ones or review the history of previous orders:



By clicking on "My Cart" the following screen will appear:

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| ▲ | CART000115 Carrello | |
| Ä | Stato Assegnato a Fatturare a Spedire a Cliente finale Totale Pozza admin - - - 0,00 | |
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| | Informazioni | |
| | Classificazione Codice | |
| | CART - Carrello CART000115 | |
| | Descrizione | |
| | Carrello | |
| | Valuta Stato | |
| | EUR Bozza | |
| | Elimina linee dopo l'evasione del carrello | |
| | Prodotti | |
| | Totali | |
| | Totale imponibile | |
| | 0,00 | |

In this case, for example, CART000115 is the progressive alphanumeric code that will be reported as a reference on the order confirmation that you will normally receive via email; the status indicates that the cart is only a draft and can be modified until it is definitively confirmed.

By clicking on the "Edit" button - above the word CART000115 - (see previous slide) the following view will open:

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By clicking on the button a window like the following will open giving you the possibility to manually enter the codes you want to order.

By starting to type the first characters of the code, a drop-down list of suggested codes will appear with the description to facilitate the correct choice: (if a code cannot be purchased, the wording "Item cannot be purchased" will appear in red)



Once you have selected the desired item, the system will ask how many units you want to order and then you simply need to confirm your choice.

cima it 💌 Modifica ► Conferma Carrello \equiv Descrizione Codice Imp. unit. Sc. Sc. 2 Sc. 3 Imp. unit. sc. UM Q.tà Tot. sc. IVA A XC0.690.J50 CORREA POLY-V 30,00% 0,00% 0,00% 10 0.00% N. X02.008.304C DISTRIBUIDOR DE LIQUIDOS 30,00% 0,00% 0,00% 0,00% N. R A 4 GRIFOS CON ANTIGOTEO X02.150.000 REGULADOR COMPLETO 30,00% 0,00% 0,00% 0,00% N. DISCO ROTACIÓN Totali Totale imponibile Totale IVA 0.00 Totale documento Altro Pagamento Porto **Riferimenti cliente** Trasporto Indirizzo di fatturazione Indirizzo di spedizione

Once you have confirmed the codes you want to purchase, the cart will appear as in the example below:

You will have the list of selected codes, the description of the items, the price and the discount dedicated to you (if any); below you will be able to view the total value of the order and your commercial conditions, together with the billing and shipping address (in case they are different).

Once you have inserted the selected codes into the cart you will have the possibility to: - Confirm the cart definitively and then send the order to Cima;

- Temporarily confirm the cart with the possibility of modification later;

ℓ Confirm and continue edit

✓ Confirm

A second way to place the order is to open the interactive exploded view of the sprayers (only for sprayers from 2020 onwards) and select the part to purchase by clicking on the "Cart" icon next to the code:



Also in this case, after clicking on the "Cart" icon, a drop-down menu will open asking for the quantity of items to add to the cart; you can change the number and confirm your choice. Once confirmed, the screen will appear as follows:



And by clicking on the "Confirm" button you will continue shopping, by selecting "Cancel" you will be redirected to your cart screen, where you can view and check all the items purchased and their quantities, as well as see the total value of the order.