

SHOPPING LISTS GUIDE

MESCO ELECTRICAL SUPPLY | MESCOELECTRICALSUPPLY.COM

How to get the most out of your custom lists.

Creating and Adding Items to Your Lists

Item by Item

1. Click "Add To My List" on a product from anywhere on the site.
2. Select an existing list or create a new list.
3. Click "ADD TO LIST" to save.

Bulk Uploads

While in a Specific List

1. Click "Upload Items."
2. Select a Product ID type.
3. Download the .xls template to make sure your file matches.
4. Upload your file and click the "Upload Items" button.

From the Left Hand Menu

1. Click "+ Create New List."
2. Enter a name for your list.
3. Select a Product ID type.
4. Download the .xls template to make sure your file matches.
5. Upload your file and click "Create List."

Adding Items to the Cart

- Option to check specific items and click "Add Selected to Cart."
- Option to click "Add List to Cart."

SHOPPING LIST FEATURES

- ✓ Previously purchased items are clearly identified with option to view details.
- ✓ Applicable auto-populated lists are provided, such as My Part Numbers.
- ✓ Lists are shared between your company's users.
- ✓ Option to email, rename, and delete your lists.

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Save to Shopping List

Add Item to Existing List:

Select List

Create New List:

CANCEL

ADD TO LIST

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Upload Items To Electrical Boxes

Step 1: Select a Product ID Type.

The product ID type selected from the dropdown will be used to identify products for the upload feature.

Mfr. #

Step 2: Add Your Products. ⓘ

Upload your own file of products.

Note: The total number of items in your shopping list cannot exceed 100.

Download *.Xls Template

Upload *.Xls or *.Csv

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Create Shopping List

Name:

List name

⊖ Hide Product Upload Option

1. Select a Product ID Type.

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The product ID type selected from the dropdown will be used to identify products for the upload feature.

2. Add Your Products. ⓘ

Download *.Xls Template

Upload *.Xls or *.Csv

Note: The total number of items in your shopping list cannot exceed 100.

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CREATE LIST

Electrical Boxes - Shopping List

Email List | Rename List | Delete List
Upload Items | Download List

Search this list:

Add Selected to Cart (0)		Add List to Cart (0)		Sort by:	Show:
				<Not Sorted>	10 items
All	Quantity	Available	Description		
<div><div></div><div>Remove Item</div></div>	<div>1</div> <div>Add to Cart</div>	<div>CLEVES, OH: 2</div> <div>View Inventory</div>	<div>Arlington DVFR2W Recessed Electrical Box; 2 Gang, Indoor, White</div> <div>Manufacturer: Arlington Fittings</div> <div>Mfr. #: DVFR2W</div> <div>Item #: 100111</div> <div>UPC: 018997143310</div>		