

CollisionLinx Cheat Sheet

“Taking Control of Information and Ordering”

Activate:

Contact your **NCS Account Manager, Store Manager**, or the **NCS Credit Department** (credit.department@nscs-coatings.com) 919-573-2961.

They will need your Customer Name (as appears on your invoices) and your primary (bill to) account number. If you receive more than one month-end statement from us, they will need account numbers for each one.

Access:

You will see a log in screen:

Vendor: **NCS**

Login: **(your log in)**

Password: **(your password)**

Click on “Login”



Navigate CollisionLinx



Inventory Fulfillment:

1. Item Look-up – Pricing, stock availability
2. Inventory – Stocking Inventory & Targeted Stock levels;
3. Count Sheets – for Ordering or Physical counts
4. Orders – To place an order

Contact your **Account Manager** or **Store Manager** to set up your inventory in CollisionLinx and Set or Adjust stock levels based on usage.

Reports Available:

1. Your monthly **Statement**
2. Print **Invoices** or **Credit memos**
3. Material Usage Summary
4. (Purchases) by Product Group or Line
5. Item Ranking
6. Customizable Item Usage
7. VOC Report
8. Item Usage
9. Transaction Detail
10. Special Reports for Collision Vend Customers only

See the **NCS CollisionLinx Users' Guide** for complete “How to” for both “Inventory Fulfillment” and directions and examples of “Reports”.

