

Find a Shopping Cart Using Check Status

1. Click **Go Shopping** tab.
2. Click **Check Status** link to go to Shopping Cart Status page.



- Click **Extended Search** link to expand the available options.



Check Status

Shopping Cart Status

Find Shopping Cart

Item Description	Name of Shopping Cart	Timeframe	Status
<input type="text"/>	<input type="text"/>	Last 7 Days	All
<input type="button" value="Start"/>	<input type="button" value="Extended Search"/>		

1. In the **Timeframe** dropdown menu, click the **blank space** above the word Today.
2. Enter the shopping cart number in the **Number of Shopping Cart**.
3. Check the **Including Completed Shopping Carts** checkbox.
4. Click **Start**.



Check Status

Shopping Cart Status

Find Shopping Cart

Item Description	Name of Shopping Cart	Timeframe	Status
<input type="text"/>	<input type="text"/>	Last 7 Days	All
Role	Number of Shopping Cart	Product Category	Bought on Behalf of
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Including Completed Shopping Carts			
<input type="checkbox"/>			
<input type="button" value="Start"/>	<input type="button" value="Simple Search"/>		

Search Result: 0 Shopping Cart

Shopping Cart Found



Check Status

Shopping Cart Status

Find Shopping Cart

Item Description	Name of Shopping Cart	Timeframe	Status
<input type="text"/>	<input type="text"/>	Last 7 Days	All
Role	Number of Shopping Cart	Product Category	Bought on Behalf of
<input type="text"/>	1001377249	<input type="text"/>	<input type="checkbox"/>
Including Completed Shopping Carts			
<input checked="" type="checkbox"/>			
<input type="button" value="Start"/>	<input type="button" value="Simple Search"/>		

Search Result: 1 Shopping Cart

Number	Name of Shopping Cart	Created on	Total Val.	Status	Action
1001377249	90022849 Homewood Fisher eMarketplace	08/12/2008	1,281.53 USD	Approved	
Description	Prod. Name	Quantity	Net value	Status	Action
ENDO-B-GALACTOSIDASE EA		1 EACH	1,267.95 USD	Approved	
TAPE VINYL IND.GRADE QR 1/2		2 EACH	13.58 USD	Approved	