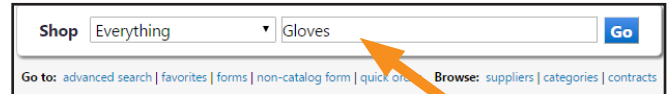


TARGETED SUPPLIER SEARCH INSTRUCTIONS

OPTION #1: Simple Search & Filters

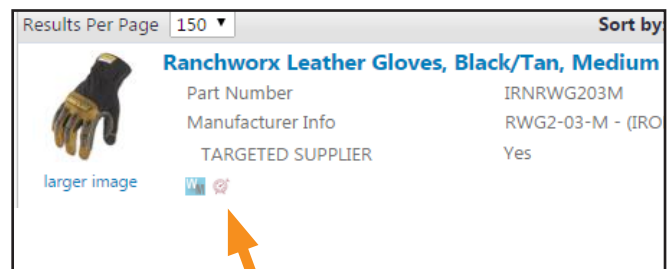
1 In the search bar at the top, type in the item you're looking for and click "Go."

For example, try searching for "Gloves."

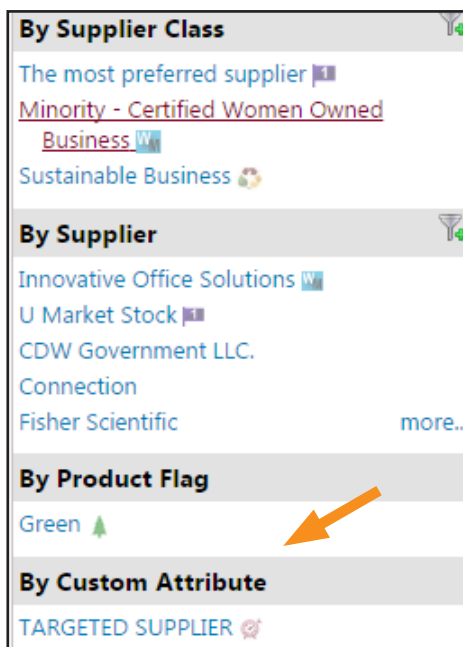
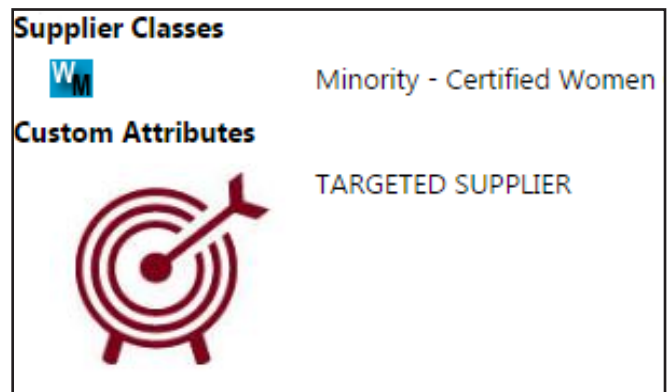


2 In the results you will find a small icon that looks like an arrow hitting a target.

The words "Targeted Supplier" will also appear under the item.



3 When you hover over the icon a pop-up box appears, explaining what type of Targeted Supplier provides the item.



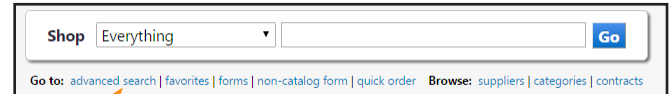
4 You can also filter by "Targeted Supplier" in the Filter Results option on the left-hand side of your screen.

To learn more about Targeted Suppliers [click here](#).

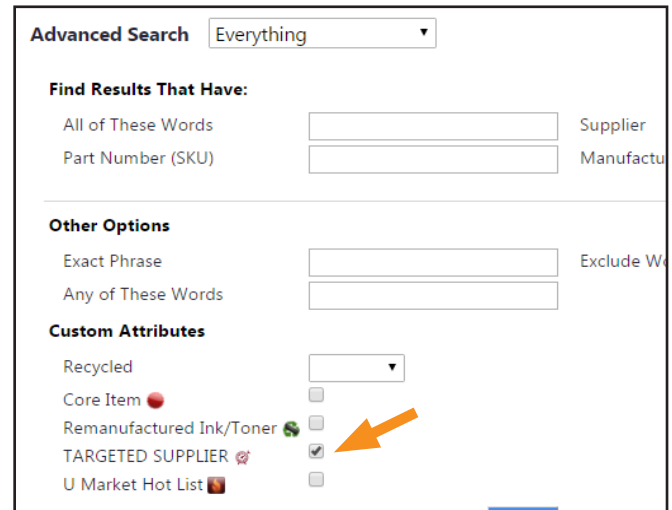
TARGETED SUPPLIER SEARCH INSTRUCTIONS

OPTION #2: Advanced Search

1 | Underneath the search bar at the top, select "Advanced Search."

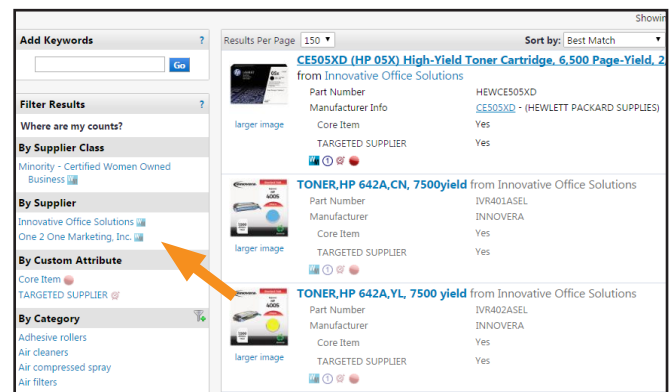


2 | In the search options, look under Custom Attributes and click the "Targeted Supplier" checkbox.



3 | The result will populate all products associated with Targeted Suppliers.

NOTE: *The search will pull all commodities for Targeted Suppliers. However, those suppliers with Targeted Commodities will not appear in the "By Supplier" Filter Results.*



Need Assistance?

Having trouble using this function? Or, do you have any other questions related to using U Market?

Contact U Market Customer Support at 612-624-4878 or ums@umn.edu for assistance.