



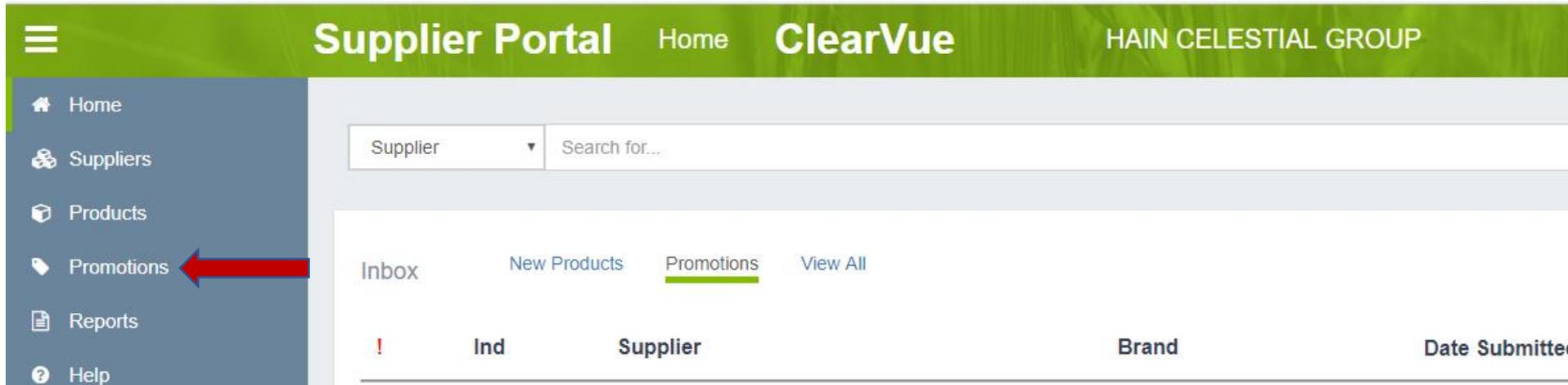
UNFI SUPPLIER PORTAL – Promotions Dashboard Inbox

- The Promotions Inbox will show you the promotions that require attention.

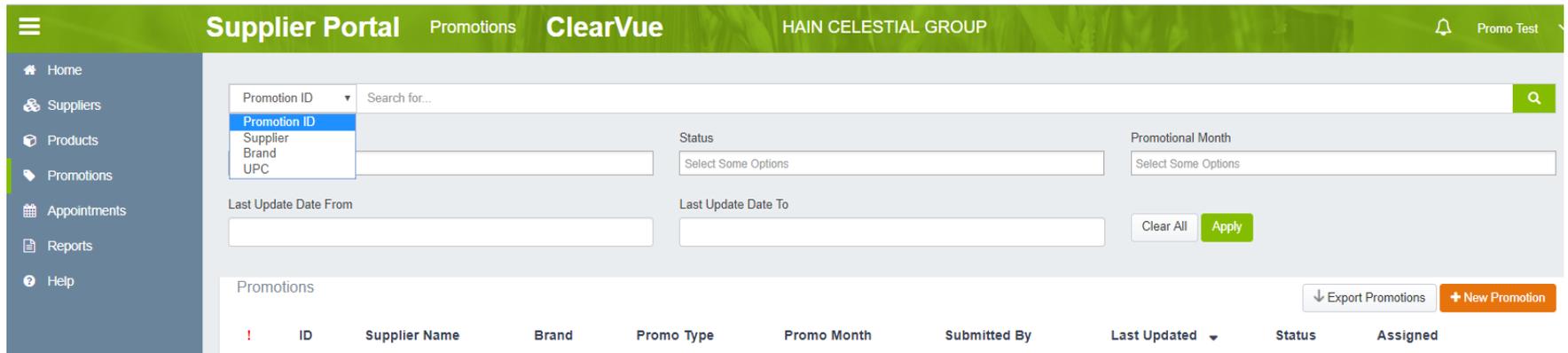
The screenshot shows the UNFI Supplier Portal interface. At the top, a green header bar contains the text 'Supplier Portal', 'Home', 'ClearVue', and 'HAIN CELESTIAL GROUP'. On the left, a dark blue sidebar menu lists 'Home', 'Suppliers', 'Products', 'Promotions', 'Reports', and 'Help'. The main content area has a search bar with a dropdown menu set to 'Supplier' and a search input field. Below the search bar, there are navigation tabs for 'Inbox', 'New Products', 'Promotions', and 'View All'. The 'Promotions' tab is currently selected. Below the tabs, a table header is visible with columns for 'Ind', 'Supplier', 'Brand', 'Date Submitted', and 'Status'. A red exclamation mark icon is present in the 'Ind' column of the first row.

Using the Promotions Dashboard to Search

- Navigate to the Promotions Dashboard using the left menu.



- The Promotions Dashboard will show all form statuses.
- Use the Search section to pull up all forms by Promotion ID, Supplier, Brand and UPC



Brand Q

Form Status Promotional Month

Last Update Date From Last Update Date To

Promotions Export Promotions New Promotion

!	ID	Supplier Name	Brand	Promo Type	Promo Month	Submitted By	Last Updated	Status	Assigned
	2200	HAIN CELESTIAL GROUP	ALBA BOTANICA	National Monthly Promotion	September 2019	SupplierReporting Owner	2/19/2019	Submitted	edit

- Use the dropdown filters on Form, Status and Promotional Month to search for or pull specific exports
 - Using the CTRL key you can select multiple items from the list.
 - To remove a selection use the “X”

Form Status Promotional Month

!	ID	Supplier Name	Brand	Promo Type	Promo Month	Submitted By	Last Updated
---	----	---------------	-------	------------	-------------	--------------	--------------

Promotion ID Search for...

- Form
- National Monthly Promotion x
 - National Yearly Promotion x
 - Select Wellness Promotion x
- National Monthly Promotion
National Yearly Promotion
Select Wellness Promotion
Volume Deal Promotion

Status
Select Some Options

Promotional Month
Select Some Options

Clear A

Export

Form
Select Some Options

- Status
- Draft
 - Submitted
 - Resubmitted
 - Approved
 - Finalized
 - Rejected
 - Revision

Promotional Month
Select Some Options

Promotions

	ID	Supplier Name	Promo Month	Submitted By
<input type="checkbox"/>	42	HAIN CELESTIAL GR	March 2019	Broker Manager

Form

Select Some Options

Status

Select Some Options

Promotional Month

- January 2018
- February 2018
- March 2018
- April 2018
- May 2018
- June 2018
- July 2018
- August 2018
- September 2018
- October 2018

Promotions

!	ID	Supplier Name	Brand	Promo Type
<input type="checkbox"/>	42	HAIN CELESTIAL GROUP	ALBA BOTANICA	National Monthly Promot
<input type="checkbox"/>	32	HAIN CELESTIAL GROUP	ALBA BOTANICA	Select Wellness Promoti
<input type="checkbox"/>	31	HAIN CELESTIAL GROUP	ALBA BOTANICA	National Yearly Promotion

January 2019

Broker Manager

Promotion ID

Search for...



Form

National Monthly Promotion x

Status

Select Some Options

Promotional Month

May 2019 x

Clear All

Apply

Promotions

Export Promotions

+ New Promotion

!	ID	Supplier Name	Brand	Promo Type	Promo Month	Submitted By	Last Updated	Status	Assigned
<input type="checkbox"/>	37	HAIN CELESTIAL GROUP	LIVE CLEAN	National Monthly Promotion	May 2019	Broker Manager	8/22/2018	Submitted	edit
<input type="checkbox"/>	35	HAIN CELESTIAL GROUP	WILD OATS	National Monthly Promotion	May 2019	Broker Manager	8/21/2018	Draft	edit
<input type="checkbox"/>	28	HAIN CELESTIAL GROUP	ELLAS KITCHEN	National Monthly Promotion	May 2019	Broker Manager	8/21/2018	Submitted	edit
<input type="checkbox"/>	1	HAIN CELESTIAL GROUP	ELLAS KITCHEN	National Monthly Promotion	May 2019	Broker Manager	8/21/2018	Submitted	edit
<input type="checkbox"/>	2	HAIN CELESTIAL GROUP	ALMOND DREAM	National Monthly Promotion	May 2019	Broker Manager	8/20/2018	Revision	edit
<input type="checkbox"/>	10	HAIN CELESTIAL GROUP	SUNSPIRE FOODS	National Monthly Promotion	May 2019	Broker Manager	8/20/2018	Revision	edit
<input type="checkbox"/>	7	HAIN CELESTIAL GROUP	AVALON ORGANIC	National Monthly Promotion	May 2019	Broker Manager	8/20/2018	Draft	edit

Showing 1 to 7 of 7 entries

Previous 1 Next

- The column headings can also be used to sort the columns A-Z or Z-A.

Promotions ↓ Export Promotions

!	ID	Supplier Name	Brand ▲	Promo Type	Promo Month	Submitted By	Last Updated	Status
<input type="checkbox"/>	9	HAIN CELESTIAL GROUP	ALBA BOTANICA	National Monthly Promotion	November 2018	Broker Manager	8/20/2018	Draft
<input type="checkbox"/>	11	HAIN CELESTIAL GROUP	ALBA BOTANICA	Select Wellness Promotion	July 2019	Broker Manager	8/20/2018	Draft

Promotions

!	ID	Supplier Name	Brand ▼	Promo Type	Promo Month	Submitted By	Last Updated
<input type="checkbox"/>	35	HAIN CELESTIAL GROUP	WILD OATS	National Monthly Promotion	May 2019	Broker Manager	8/20/2018

- The dashboard can also be filtered by the Last Updated Date.
 - Entering a Date in the From field will give you all promotions updated after that date.
 - Entering a Date in the To field will give you all promotions updated before that date.

Brand ▾ alba|

Form

Select Some Options

Status

Select Some Options

Last Update Date From

Last Update Date To

Promotions

!	ID	Supplier Name	Brand	Promo Type	Promo Month	Submitted By	
	2200	HAIN CELESTIAL GROUP	ALBA BOTANICA	National Monthly Promotion	September 2019	SupplierReporting Owner	2