

Key2Purchase.com

User Interface Enhancements March 2019

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Key2Purchase.com User Interface Enhancements

The Key2Purchase.com user interface, designed in the early 2000's, will be enhanced on March 2, 2019. The goal of the enhancement is to modernize the user interface and make it more mobile-friendly. Although page layouts, navigation and some field labels will be improved, the underlying features and functionality of Key2Purchase.com will not be altered.

Overview:

Updates to the user interface will cover the following themes:

- 1. General Navigation
- 2. Changes in Field Labels
- 3. Search Criteria
- 4. Page Accordions
- 5. Page Sliders

Note: The options that you see on provided page samples may vary from your own view based on your commercial card program setup and user permissions within Key2Purchase.com.

1. General Navigation

The main navigation menu of Key2Purchase.com will be moved from the right side of the page to the left side. The size of the page elements has also increased, making the pages easier to read.

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Home Administration Security Payables Report	ts Cards Transactions	Неір
Hello, Tom		
Announcements	Accounts Payable	Quick Links
O Current O Past	Show More	Iransactions Unreviewed Transactions Create a Transaction Envelope
There are no announcements. Create		View Statements Recent Activity Login Credentials
My Links		Reports
Your most frequently used links will appear about an hour after logging in for the first time.		Merchant Log Report Transaction Report Account Report Accounts Payable Reconciliation
	Browser, Beautements Cantast.Us Browsy, Policy Terms and Conditions. Bettern Library Content. Style Galde	
	Copyright © 2005-2019. Powered by EnCompass, a WEX Inc. Proprietary Web Product. All Rights Reserved. DRSTAGING 10.1-Major20190115.22878 01-15-2019 (mac.0.4)	



2. Changes in Field Labels and Layout

Fields have been relabeled and options have been consolidated within the Key2Purchase.com site to simplify and clarify options available within the site. Changes within the navigation menu include:

Legacy Field Label	New Field Label
Admin	Administration
Security Manager	Security
Payables	Payables
Report Studio	Reports
Card MGMT	Cards
Transaction Maint	Transactions

A 'Home' option has been added. Users can click this option from any page within the system to navigate back to the main Key2Purchase.com page.

Legacy Layout



Some options within the features of the system have also been consolidated. For example, the Card MGMT option of Card Management and Card Maintenance has been consolidated under Cards – Card Maintenance. Additional field label changes and consolidations can be found throughout the various modules of Key2Purchase.com.





3. Search Criteria

The search criteria that is provided within each module of Key2Purchase.com has been enlarged for easier viewing and each of the search criteria options have been given field labels.

Legacy Layout

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Search Cr Actions	iteria Search Term	Filler Type	Value
Search Cr Actions	Search Term Account Status	Filler Type Equal To	Value Open

Search

New Layout

Cards					
Hierarchy Q. Find or enter a hierarchy level			Select		
Category		Constraint		Search term	
Account Number Account Status Equal To: Open × Clear Search	~	Equal To	~		Add
			∧ Collapse		



4. Page Accordions

Accordions have been introduced for those pages that contain large amounts of information to display only specific portions of a page at a time. Each section within a page can be viewed or hidden by clicking on the corresponding arrow to the left of the title. If a user prefers to view all page elements at once, the user can select 'Expand All.'

Collapsed View

Edit Card *3863	
All fields must be completed unless marked (optional).	Back to Search Card 1 of 20 Next
	Expand All
> Card	
> Cardholder Information	
> Limits	
Temporary Settings	
> Merchant Category Code Profile	
> Notes	
	Expand All
Cancel Actions - Save	

Card options displayed

Edit Card *3863		
All fields must be completed unless marked (optional).		Back to Search Card 1 of 20 Next
← Card		
Cardholder name	Account type	Virtual type
ALCOME FOR	Individual	
Account number	Product type	Bill type
2000/-2000/-2002/-3863	PCARD (COM/STD)	Corporate
Current Account Status Codes	Chip enabled	Expiration
Status Reason Description	Yes	
/ Open Account, no block or reclass V		



5. Page Sliders

Page sliders have been introduced to accommodate enlarged page elements, to make viewing easier.

Legacy View

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ID	Status	MCC	Merchant Cade	Merchant Name	Account #	Created Date	Created By	Last Status Change Date	Amount	Eilling Currency	Trans Amount	Balance	Check Number	Delivery Method	Email Delivery Status	Pax Delivery Status	Last Operation	Payment Method	Source Custome Code	 Expiration Reminder Date 	Expiration Date	Invoice File Name
82W9A1JDGEA92VNLJ9	Reconciled		2263MIC01	bott .	77742	4/14/2015	AP Ne Processed	4/15/2016	824.99	USD	824.99	0.00	226360902	Email	Success	NVA.	Reconcile	Pull	File	4/11/2017	414/2017	Sample 189 1 10 (2010) 08
WVKON1YAF2792VNLJ8	Reconciled		2263CAR01	100	*1262	4/14/2016	AP File Processed	4/15/2016	2,781.07	USD	2,781.07	0.00	226366901	Email	Success	NVA.	Reconcile	Pall	File	4/11/2017	4/14/2017	Rest To Contract of
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4GJSE1E18TS5ZWILHZ	Closed		2128CAR99	200*	*5707	3/22/2015	AP Ne Processed	4/14/2016	1,609.87	USD		0.00	212861350	Erral	Success	NVA.	Notify	Pall	file	3/17/2017	3/22/2017	And in case of the local distance of the loc
SAJZHHSTY7L92VNLHY	Closed		2123CAR99	1000	*46:27	3/22/2016	AP file Processed	4/14/2016	564.87	USD		0.00	212363218	Ereal	Success	NVA.	Notity	Pull	File	3/17/2017	3/22/2017	And in case of the local division of the loc
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GKFCC192VLGH2VNLHR	Closed		2292CAR01		*5869	3/21/2016	AP file Processed	3/22/2016	293.26	USD		0.00	229268221	Ereal	Success	NVA.	Notify	Pull	File	3/16/2017	3/21/2017	100011-0101-014
KM38517L7V592VNLHQ	Cleand		2064CAR03	224	*4681	3/21/2016	AP File Processed	3/22/2016	79.16	USD		0.00	206460626	Email	Success	NVA.	Notify	Pull	File	3/16/2017	3/21/2017	100011-00010-014
RG4CZHKMHS8CZVNLHP	Closed		2062GAR02	-	10931	3/21/2015	AP File Processed	3/22/2016	776.99	USD		0.00	201251617	Errol	Success	NVA.	Notify	Pull	File	3/16/2017	3/21/2017	1010021-010210-210
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Enhanced view (with slider)

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12JX11Q4L2X6B54N3X	Open 🗸	5047	2304MCK02	ACCRETING METERS	*4912	10/13/2018	AP File Processed	10/13/2018					
ELMF417JAR6VT1GNN5	Open \vee	5085	2299PRA01	P10108	*4976	10/13/2018	AP File Processed	10/13/2018					
XCVEHH3AH5G8XJ1VZH	Open ~		2299CAR03	100000-00120	*8854	10/13/2018	AP File Processed	10/13/2018					
NLVJCHMAJ4SSPK7MPS	Open 🗸	5047	2298VPN01	100.00	*5479	10/13/2018	AP File Processed	10/13/2018					
4ELB71YZJR2PH5GDN9	Open ~	5047	2298VIL01	10.00	*2612	10/13/2018	AP File Processed	10/13/2018					
8HLQFHV799XFPEA9JX	Open 🗸	5047	2298TEN01	1000-0040-002	*6033	10/13/2018	AP File Processed	10/13/2018					
WH6YX1PWJNY18M3KF1	Open ~	5047	2298STR02	-	*3165	10/13/2018	AP File Processed	10/13/2018					
EYQACHTFJRVCDJKG4V	Open 🗸	8099	22985HR01	Research	*8788	10/13/2018	AP File Processed	10/13/2018					
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