

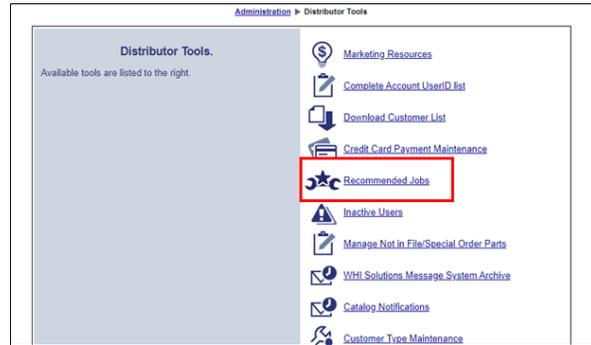
## Recommended Jobs Admin

The CONNECTION Parts Catalog now offers an opportunity for you to assist your customers in finding the correct parts for the job, quickly and easily. With Recommended Jobs you create non application specific jobs that your customers can add to their Favorite Jobs, with a couple clicks.

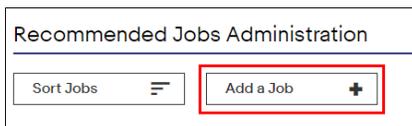
### 1. Select Distributor Tools in CONNECTION Admin



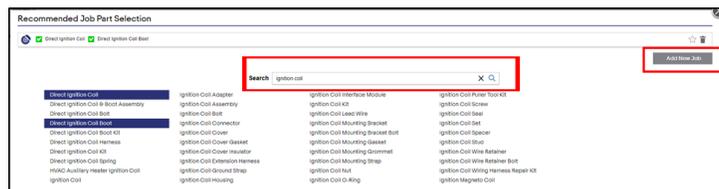
### 2. Select the Recommended Jobs option



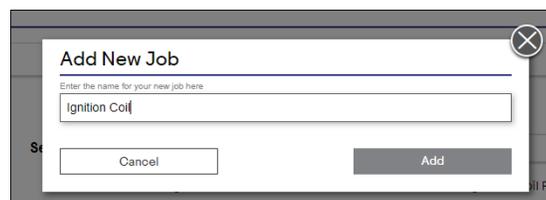
### 3. Select Add a Job to create a new Favorite Job



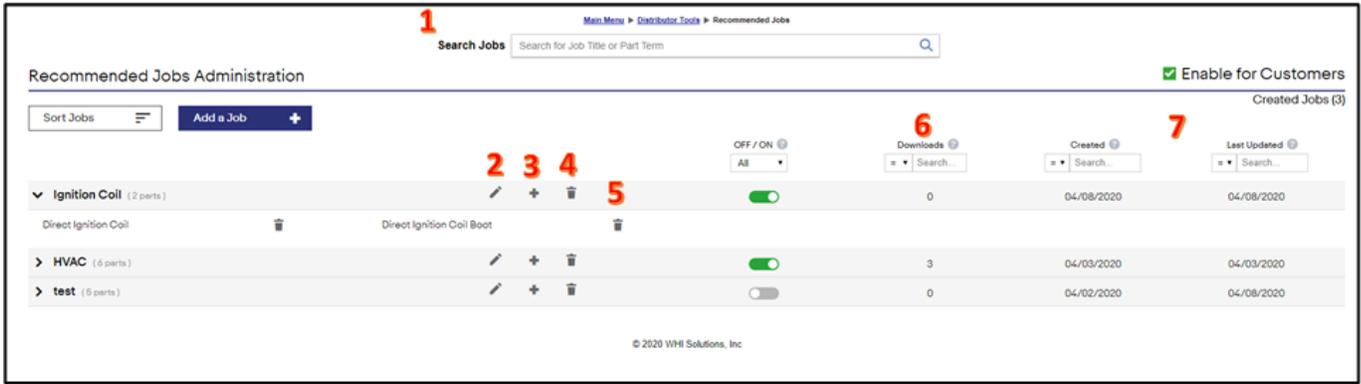
### 4. Use Search to find and add Part Types. When you have all the parts added for the job, select Add New Job



### 5. Name the new job and click Add. It will then be added to your Jobs on the Recommended Jobs Admin screen

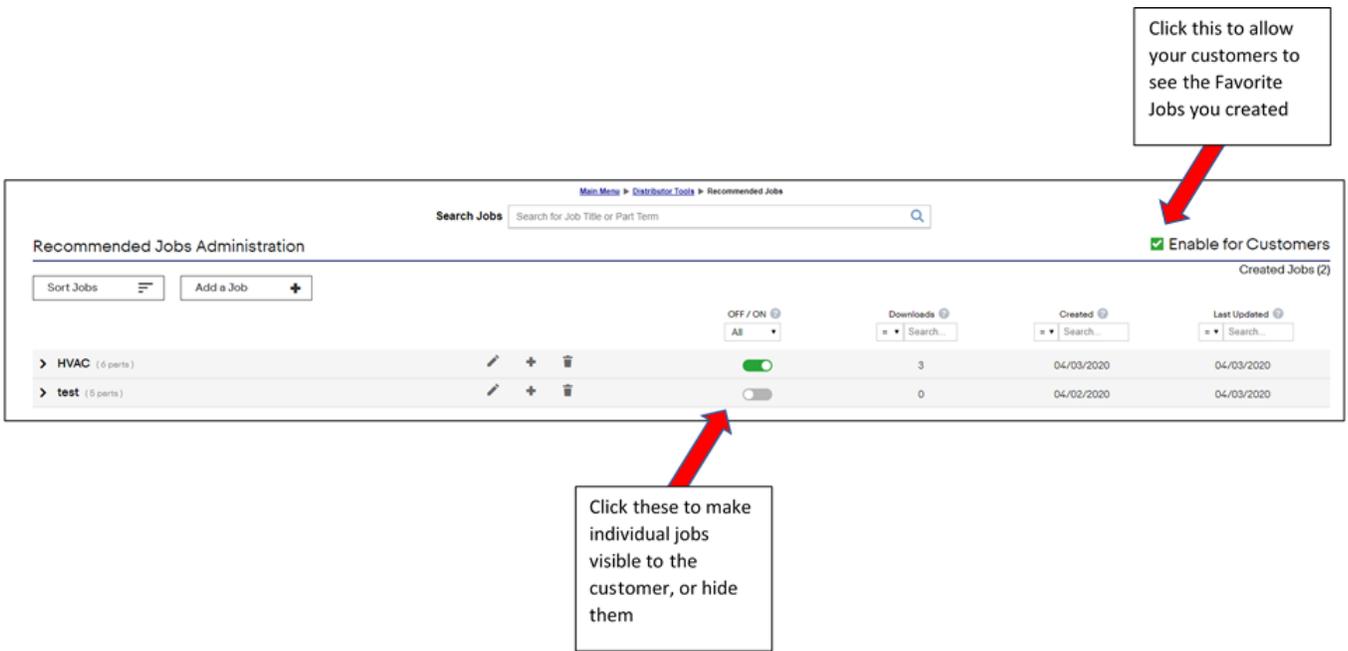


Other Functions Available in Recommended Jobs Admin



1. Search for created jobs by name or product type included in the job
2. Edit the name of the job
3. Add parts to an existing job
4. Delete the entire job
5. Delete a part from a job
6. Shows the number of times the job has been downloaded by your customers. You can also search\* using this column
7. Shows Created and Last Updated dates for your jobs. Search\* is also available in these columns

\*search is done using Greater Than, Less Than, or Equal



<https://bit.ly/2Br0ZCR>