



Cherokee Nation Storefront Approval Process

As a designated Approver or Supervisor, when an order is placed you will receive an email stating that there is an order to approve. Clicking on this link will take you to the log-in screen.

Please click the link below, review and approve your DSF order.

<https://padigitalconnect.myprintdesk.net/DSF/MyAccount/OrderSummary.aspx?Me/kuTVSB+mamKGehYSovbmGOeFCv89ZXEpsR4WJPeOfUumqJUtsRsnxUyQsJA18Lby6I2XWwAkzoU2f/IEH0agirngT+zNJveKdorC79x F3ZndBmNyNU1PrIkTS5tVmhxBUpOqDqNsdZHUD7/9vxSBvHvl+iXv/lntjEiSgl8=>

Enter your user name and password.

Visions

Home

Cart (0) ::

Login To Continue

User Name:

Password:

Remember User Name

Login

Once logged in, review the order for accuracy and content. The Business Card format is in accordance with Cherokee Nation Graphic Standards and cannot be altered. Review name, title, division or business unit selected, contact information, quantity, etc. for accuracy.

If all is in order you can approve the order. This will clear the order for purchasing to finalize their PO and authorize print production.

If there are questions or comments for the person ordering, decline the order. This sends the order back to the user to make necessary changes. Only the original user can make changes to the order. After the necessary changes or clarifications are made, the order can be resubmitted for approval.

To view the file double click on the link to see the it.

Print this page Continue Shopping

Order Confirmation

Order Number: 5583 Order Status: **Approval required**

Requested Ship Date: 9/23/2013 1:30:00 PM CDT As of: 9/19/2013 1:02:01 PM CDT

Submitted on: 9/19/2013 1:02:01 PM CDT

Submitted by: Cherokee Nation Business Tel: 763-229-0092

Print Shop: Visions
Visions, Inc.
8801 Wyoming Avenue North
Brooklyn Park, MN 55445
United States
Tel: 763-425-4251

| Products | Quantity |
|---|-----------|
| CNBA Business Card | 250 |
| Item Name: CNBA Business Card | (2 Pages) |
| 5490 CNBA Business Card 2 | |

Home Cart (0) :: My Account :: Order Status :: Pending Approvals | Welcome

Approve / Decline Order

Send e-mail notification to buyer that the approver has updated this order.

Enter optional text below as to why you approved or declined this order.

Approve Decline

If you have any questions or problems with the approval process, contact CherokeeNationStorefront@visionsfirst.com