QUARTZY

"How-to" Cheat Sheet
Get answers to our most frequently asked questions — fast!

Requests

- How to add a request
- How to import your order history

Inventory

- How to import your inventory
- How to track freezer boxes

The Quartzy Shop

- How to use advanced search
- Checkout guide
- How to check order status
- Apply for credit terms

User Management

- What's the difference between an organization and a lab?
- How do permissions work?
- Notifications
  - How to notify admins when requests are added
  - How to manage notifications

Customizations

- **Custom request fields**
  - How to configure custom request fields
- **Approval workflows**
  - How to configure approvals
  - Examples of common approval configurations
- **Inventory locations**
  - How to configure inventory locations
- **Inventory types and inventory custom fields**
  - How to configure inventory types and custom fields
- **Accounting integration**
  - How to set up a Netsuite integration with your enterprise account
  - How to set up a Quickbooks integration

Looking for more resources?
Watch our **video guides** and register for **upcoming events**.

Need help with anything else?
Our team can offer technical support, check on your order, and answer questions about life sciences products! Visit our **Help Center** or contact support@quartzy.com