



UW

Procurement and
Payment Services



Amazon Business Tips and Tricks Training for UWYO

We would like to invite you to join our Amazon Business rep, **Beth Menezes**, for training covering Tips and Tricks for shopping on Amazon Business. Here are the topics that will be covered:

- Tips for efficient searching
- How to identify seller type
- How to create and share shopping lists
- How to request a quote for big purchases
- How to share a cart with another user
- How to engage customer service with questions, product returns, or shipping
- Review of shipping options
- How to pull historical reporting
- And more....

We will leave about 15 minutes at the end for open Q&A.

Meeting details

- Date: Tuesday, September 22nd
- Time: 11:00am – 11:45am — 45 minutes
- Presenter: Beth Menezes, Amazon Business
- Location:

Join link:

<https://amazon.webex.com/amazon/j.php?MTID=meb8188de34c0197eb51ee00deadf65d7>

Webinar number: 2664 205 3520

Webinar password: abQJ9TN2SC2 (22759862 when dialing from a phone or video system)

Join by phone: 1-855-244-8681 Call-in toll-free number (US/Canada)

Access code: 266 420 53520

Questions before the session:

Contact Procurement Services at pcard@uwyo.edu

Thank you,

University of Wyoming Procurement & Payment Services

**UW Procurement & Payment
Resources**

- [Policies & Reference Material](#)
- [Forms](#)

Contact Information

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