RECEIVING & UNDERSTANDING YOUR AUTHORIZED BYRRD BOOK PLAN-O-GRAM

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Professional Military Reading & Self Development 2024



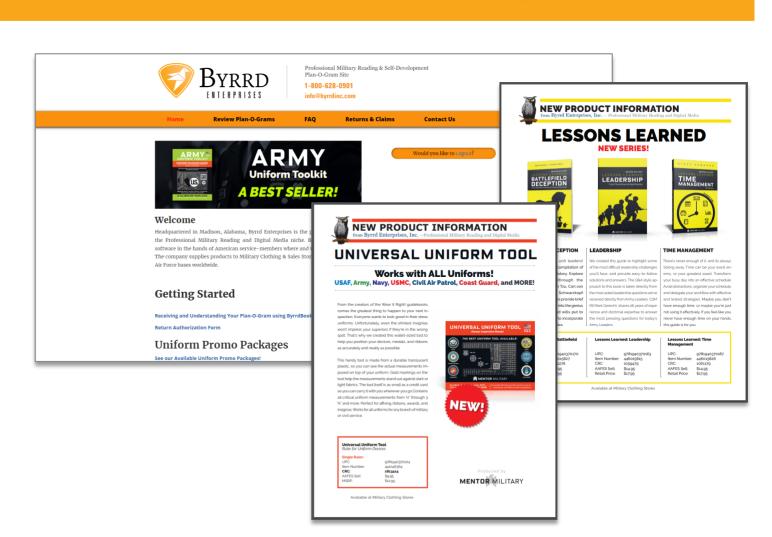
GETTING STARTED



☐ Go to: www.ByrrdBooks.com

- What you'll find on the HOME page:
 - Log in
 - Top 10 Sellers
 - Professional Reading Lists
 - Requested Returns
 - Catalogs
 - New Releases







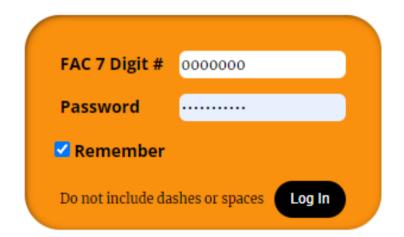


- ☐ Your facility will receive an automated email message when a New POG is available with instructions on "How To Review & Print your POG".
- Your POG will remain available for viewing until an updated POG is posted.
- □ Log In to view your POG @ www.byrrdbooks.com

□ Log In:



- FAC 7 Digit: Enter in your 7-Digit Facility Number (no spaces, no dashes)
- Password: Enter in all lower case, no spaces: byrrdbooks
- Remember to LOG OUT when you are finished with your session.

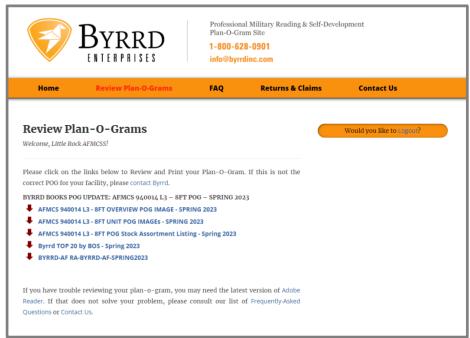






- → After logging in click <u>Review Plan-O-Grams</u> to review your Plan-O-Gram. Each POG consists of the following links:
 - Overview POG Image in color
 - Individual Unit POG Image(s) in color
 - Stock Assortment /Schematic Listing
 - Returns with RA#
- Click the links provided to view and print each file. We recommend all POG Images be printed in color to assist in item recognition and placement.
- □ Please contact Byrrd if your facility does not have color capability @ 1-800-628-0901.





BYRRD BOOK POG LAYOUT





POG Images are used to assist in visual presentation, title recognition and placement. A clean, visually appealing display encourages customers to stop, view and purchase.



Overview POG Image

This is a view of the entire POG fixture display at a glance.



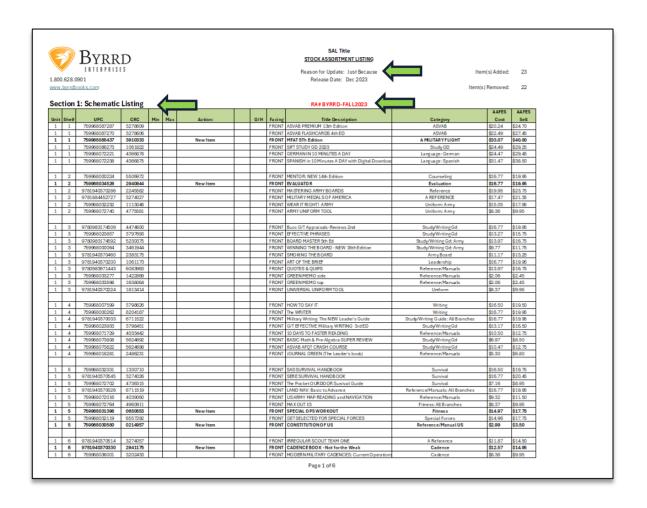


Individual Unit(s) POG Image(s)

- These Images provide a detailed view of each fixture section in your POG.
- Use the individual Unit POG Image(s) & the Stock Assortment Listing to set up each fixture section.







The Stock Assortment Listing contains 3 sections:

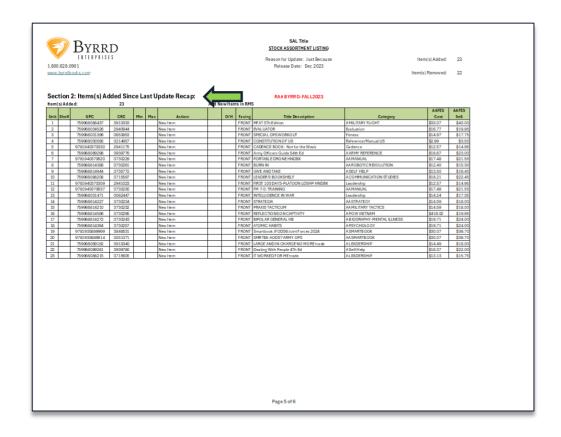
- 1. The Schematic Listing,
- 2. Item (s) Added Recap
- 3. Item (s) Removed Recap with RA Number

Section 1: Schematic Listing

- This portion of the report is used to set up the shelving units and to maintain the display.
- The Schematic Listing includes the location of each title by Unit, Shelf and Category.
- RA's are provided for all Removed items



STOCK ASSORTMENT LISTING continued



The Stock Assortment Listing

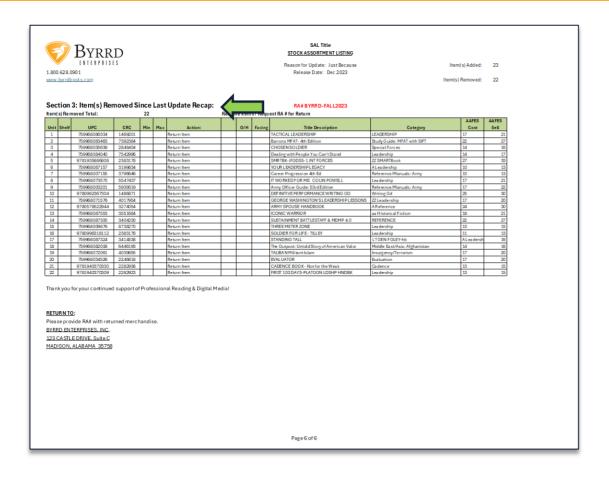
Section 2: Item(s) Added Recap

A Listing of all items **Added** to the Stock Assortment since last POG update.

Contact us with any questions, comments or concerns: KathleenS@byrrdinc.com / Main Office: 1-800-628-0901 / Cell: 843-693-4862



STOCK ASSORTMENT LISTING continued



The Stock Assortment Listing

Section 3: Item(s) Removed Recap with RA Number

A List of all items removed from your POG

- Non POG item(s) with customer demand may be kept on the display. Those item(s) can be reordered manually.
- Non POG Items without customer demand should be removed from the display and returned within 30 days.
- RA's are provided to ensure a speedy return process.

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