



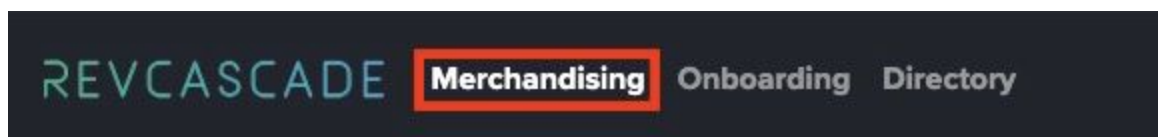
# Proposal Summary Overview

As a retailer, you have the option to curate products with your vendors before the vendor uploads product information by utilizing the Proposal system.

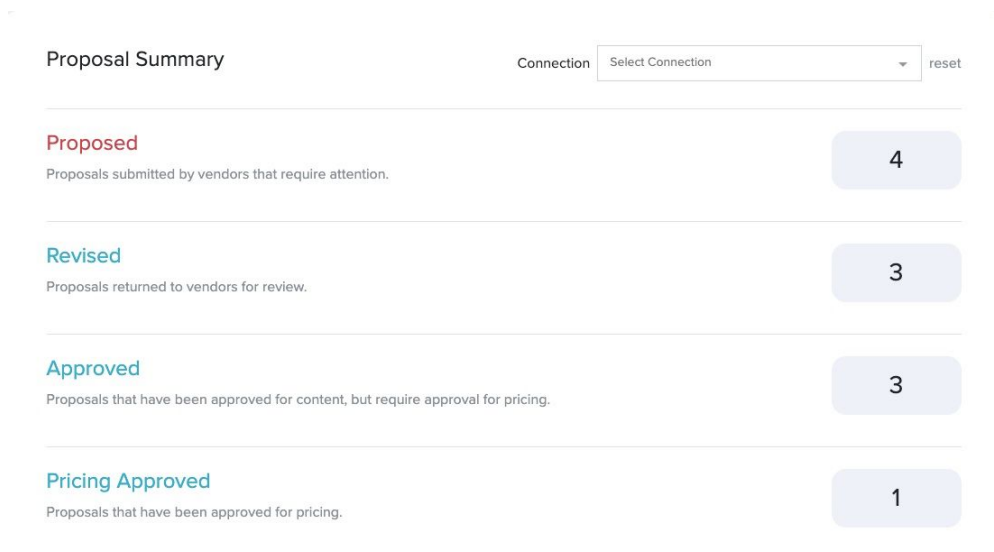
## How to review your vendors proposals via the Merchandising Tool

<https://onboarding.revcascade.com>

1. To review your vendors proposals, click **Merchandising** at the top of the page to access your main Proposal Summary Page
- 2.



3. The Proposal Summary Screen provides you and your team with an overview status for all your vendors
  - a. **Proposed** Status: Proposals submitted by vendors that require attention
  - b. **Revised** Status: Proposals returned to vendors for review
  - c. **Approved** Status: Proposals that have been approved for content, but require approval for pricing
  - d. **Pricing Approved**: Proposal that have been approved for pricing



[View completed proposals \(1\)](#)

[View declined proposals \(0\)](#)



4. If you are searching for proposals for a specific vendor “connection”, use the *Select Connection* drop-down menu to select a vendor



5. If you are searching for **one** specific proposal, use the **search** button at the top right-hand corner of the page. An additional menu bar will appear for you to enter either the Proposal name or Proposal ID #

