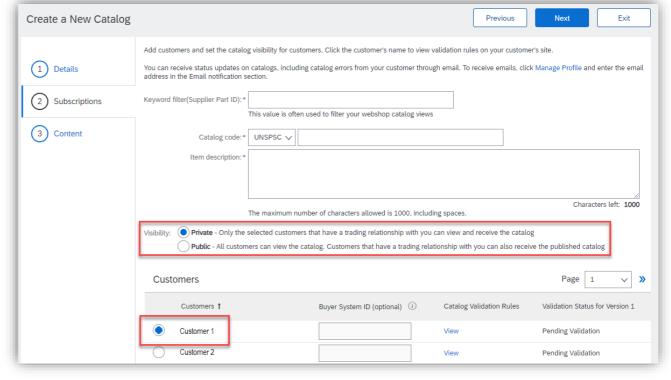


## Creating and Publishing PunchOut Level 1 Catalogs Online

## ② Subscriptions

- You determine which Customers subscribe to your Catalog specific Customer(s) or to all Customers on the Network
- Set the Visibility to "Private"; this allows you to select a single customer.
- To select your Customer, click the button next to the Customer's name in the list.
  - If the Customer does not appear, it means that your company has not established a relationship with your Customer yet. This is required prior to uploading a Catalog to them.
- When you complete this screen, click "Next".



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