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# CERADIR™

**Advanced Ceramics B2B Platform**

CERADIR instruction - Supplier

Please register to be the member of CERADIR<sup>™</sup> by phone/email, and upload your business license to experience VIP service right now!

The screenshot displays the CERADIR user interface. At the top, a navigation bar includes the CERADIR logo, links for Home, Find Suppliers, Find Products, and Find RFQs, a search bar, and user account information (bd@ceradir.com, 0592-5571275). The main header area shows the account name 'Advanced ceramics online test account' (Xiamen, Fujian, China) and a prompt to complete the company profile. Below this, a 'Business Board' section contains six tiles: Private messages (0 unread), Business Conversation (6 unread), Product inquiry (10 unconfirmed), My received quotations (1 unread), Quote Invitation (0 unconfirmed), and My private RFQs (0 accepted). On the right, a 'Role module switch' panel shows three modules: Supplier Module (highlighted with a red box), Buyer Module, and Digital Marketing Module. Below this, a list of functions for the Sales Management module is shown, including Company Profile Management, Product Management, Sales Opportunity Management, Sales Resource Management, and Buyer Management. A 'Number of Sub-accounts' section shows 1/30, with a search bar containing 'regis2 (regis)' and buttons for 'Sub-account Management' and 'Create sub-account'. At the bottom right, a green button labeled 'Enter This Module' is also highlighted with a red box.

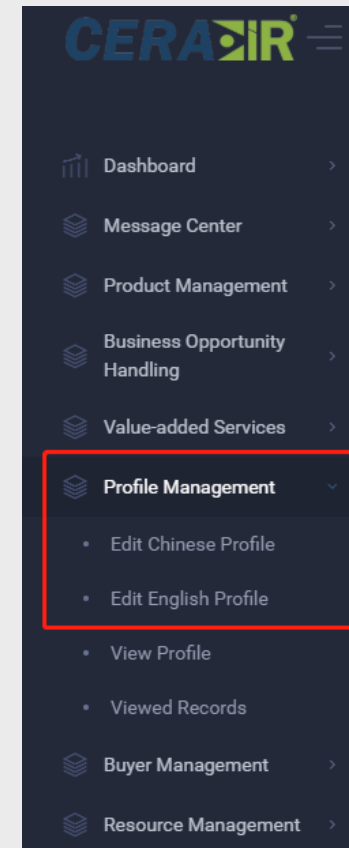
After registration, you can access to the main account dashboard. On the left, you can manage your main account, including message management, main account/sub-account management, bill management, company material management, etc. On the right there are different modules you can switch. You can play three roles in CERADIR: Supplier, Buyer and Digital Marketer.

## Profile Management

### Please edit your company profile

Our search engine supports keywords search, including fuzzy and precise accurate search.

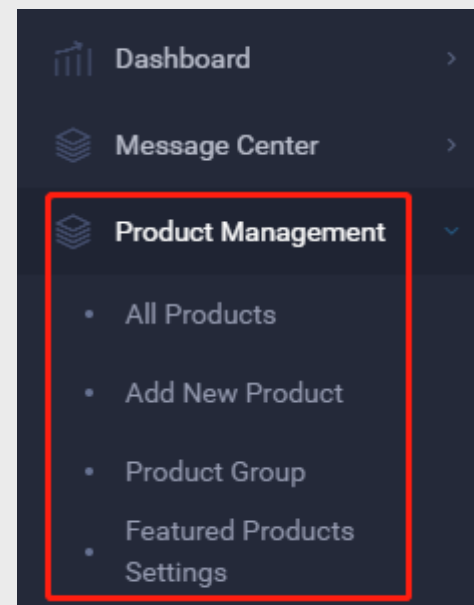
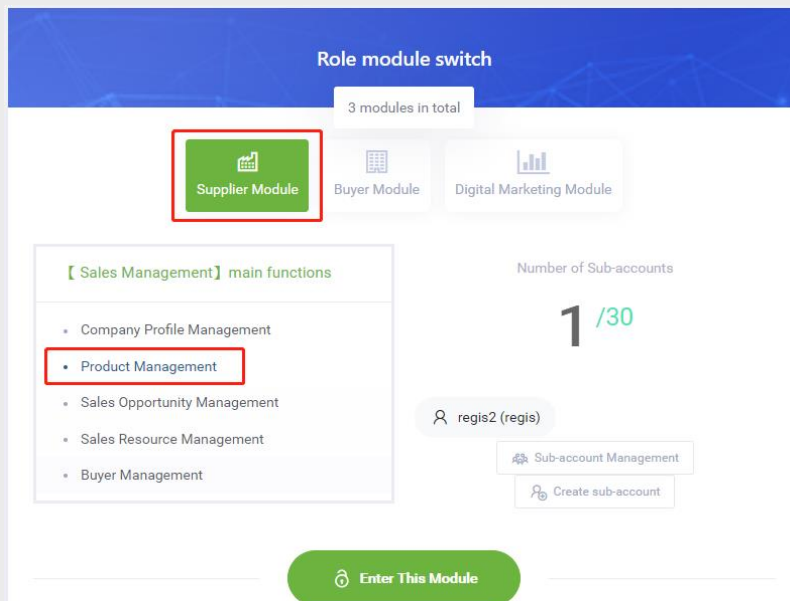
Your company will be found easily once you upload more company informations. After completing the company information, please enter the Product Management column to launch your products.





## Product Management

At the background control, click "Product Management", there are 4 functions:




## Product Management

- (1) **【All Products】** In this column, you can view all products' information and groupings, edit or delete released/unreleased (draft) products.
- (2) **【Add New Product】** Please fill in the following parts: Product Name, Product Features, Product Details, Product Parameter Table (if have).

- ① Product Name
- ② Product Features
- ③ Product Details
- ④ Product parameter table editor


Product Name - English





Product Features - English


Product Details - English

Paragraph ▾


**B**
*I*
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Product Parameter Table - English




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Paragraph ▾

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*I*

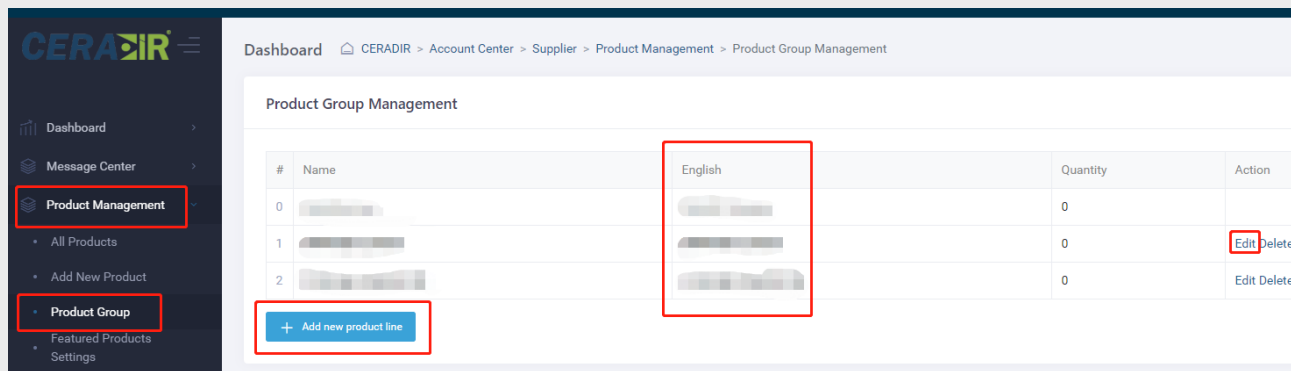




Data title	
Data content	Data content

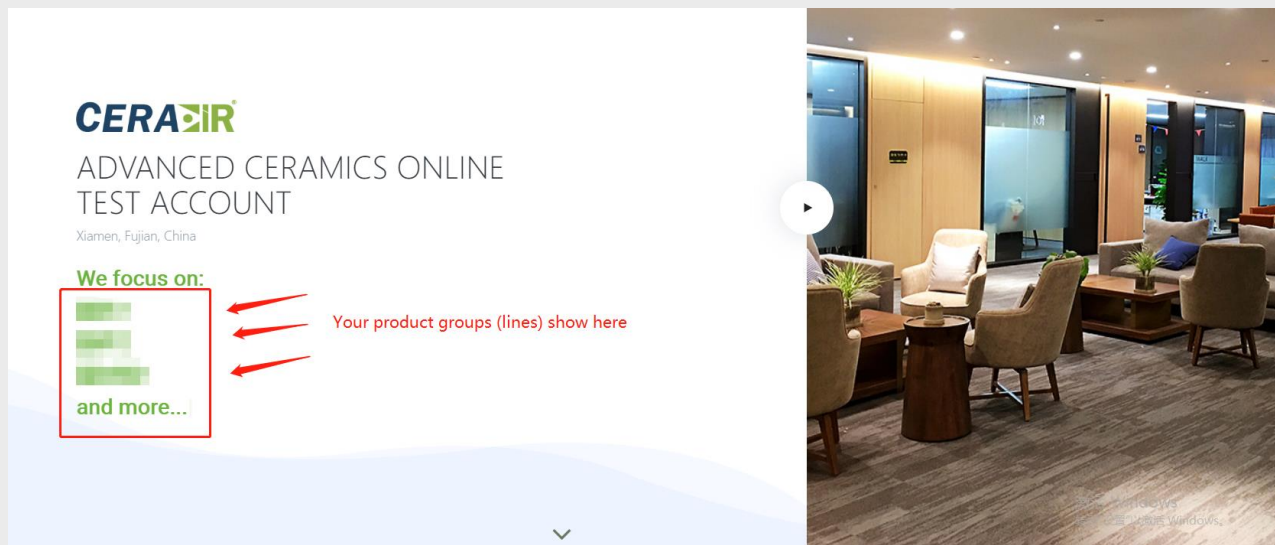




## Product Management

(3) 【Product Group】 Your company's products grouping.



The Product Group is set for products management, and it also display on your company's "homepage customization", which looks like as follows:

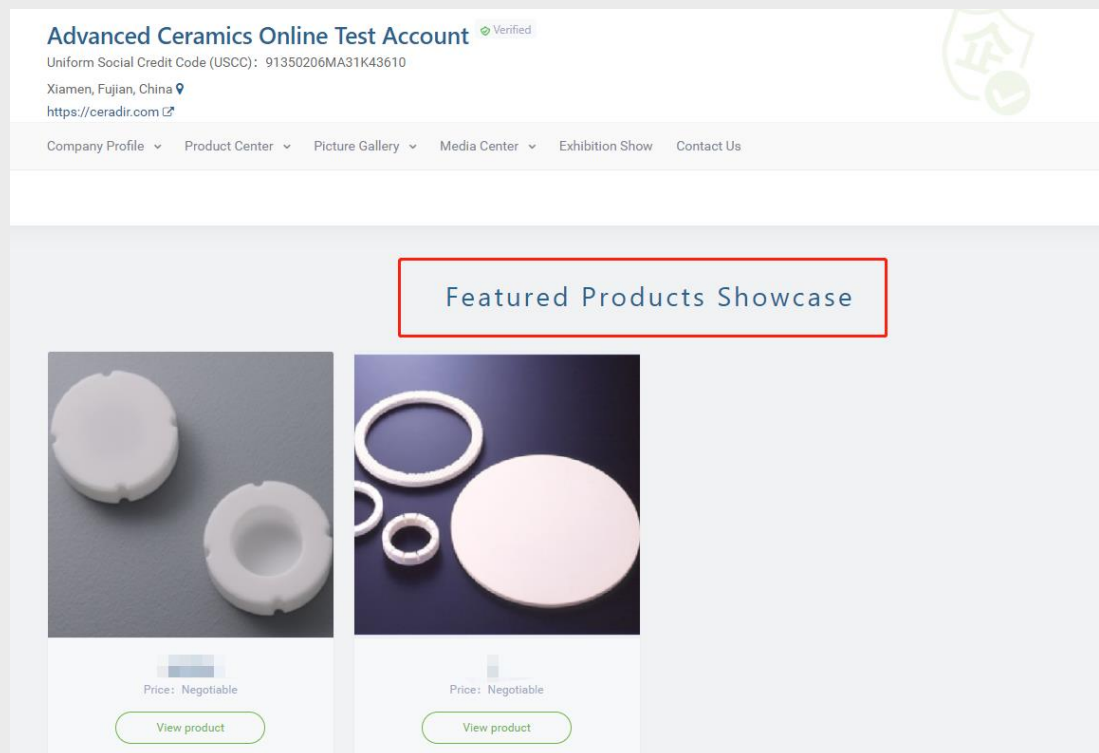


## Product Management

### (4) 【Featured Products Settings】

Access path: Product Management - Featured Products Settings – Save

The featured products will be displayed on the company profile page - Featured Products Showcase. As below:



## Business Opportunities Management

### This column include:

- Inquiry: Buyer's inquiry for published products.
- RFQ: Buyer's request for quotations, including private RFQ / Public RFQ.
- Conversation: The conversation between the buyer and supplier.

Functions explain as follows:

### ① Inquiry Center

Dashboard CERADIR > Account Center > Supplier > Inquiry center

Product inquiry received

Include all functions about business opportunity handling, such as:

- Product inquiry,
- RFQ,
- Inquiry time / status / validity,
- conversation etc.

### ② My inquiry

Dashboard CERADIR > Account Center > Supplier > My inquiries

Favorite public inquiry Concerned public inquiries

Public RFQ, for customized product order. CERAMIC develop quick RFQ function to simplify buyer's operation to post a request.

Private inquiry received Private inquiry concerned

Private RFQ, function only for registered entity (send private RFQ to his favorite company).



## Business Opportunities Management

### ③ Inquiry dialogue

The screenshot displays the CERADIR web application interface. On the left is a dark sidebar with a menu. The main content area is titled 'Dashboard' with a breadcrumb trail: 'CERADIR > Account Center > Supplier > Product inquiry conversation'. Below the breadcrumb, there are tabs: 'RFQ conversation' (active), 'Favorites', and 'Trash'. A table with a 'Title' column is visible, containing several rows of blurred text. A red text annotation is overlaid on the table: 'Include public / private RFQ conversation's title, content, time.' In the sidebar, the 'Business Opportunity Handling' section is expanded, and 'My RFQ Conversation' is highlighted with a red rectangle.

Dashboard CERADIR > Account Center > Supplier > Product inquiry conversation

RFQ conversation Favorites Trash

Title

Include public / private RFQ conversation's title, content, time.

My RFQ Conversation

### ④ Product inquiry dialogue

The screenshot displays the CERADIR web application interface. On the left is a dark sidebar with a menu. The main content area is titled 'Dashboard' with a breadcrumb trail: 'CERADIR > Account Center > Supplier > Product inquiry conversation'. Below the breadcrumb, there are tabs: 'Product inquiry conversation' (active), 'Favorites', and 'Trash'. A table with a 'Title' column is visible, containing several rows of blurred text. A red text annotation is overlaid on the table: 'All inquiries and chats about your released products (only to products).' In the sidebar, the 'Business Opportunity Handling' section is expanded, and 'Product Inquiry Conversation' is highlighted with a red rectangle.

Dashboard CERADIR > Account Center > Supplier > Product inquiry conversation

Product inquiry conversation Favorites Trash

Title

All inquiries and chats about your released products (only to products).

Product Inquiry Conversation

## Value-added services

(1) 【Homepage customization】 The operation interface is as follow:

The screenshot displays the CERADIR Supplier Value-added Services interface. The top navigation bar includes the CERADIR logo, Home, Find Suppliers, Find Products, Find RFQs, a search bar for suppliers (e.g., kyocera), and links for Inquiry Cart, Hello, ceradir, Dashboard, Modules, and ENG. The left sidebar lists various management options, with 'Homepage Customization' highlighted under 'Value-added Services'. The main content area shows the 'Homepage Customization' section, which includes two primary customization options: 'Cover Image' and 'Promotional Video'. The 'Cover Image' section provides instructions on image size (1200x1200px, 960x960px, or 1:1 ratio) and offers an 'Upload cover image' button. The 'Promotional Video' section provides instructions on video size (less than 10M) and offers an 'Upload promotional video' button. Below the video upload section, there is a toggle switch for 'Display promotional video when visit?'. At the bottom of the interface, there are 'Save' and 'View' buttons.


**CERADIR** Home Find Suppliers Find Products Find RFQs Suppliers Search suppliers, e.g. kyocera Inquiry Cart Hello, ceradir Dashboard Modules ENG

Dashboard CERADIR > Account Center > Supplier > Value-added Services-Supplier

Homepage Customization Homepage Product Showcase Inquiry Subscriber

**Cover Image**

It will display on the right side of your profil page.  
Image size: 1200x1200px, 960x960px, or 1:1 ratio.  
[View example](#)




[Upload cover image](#)

Random images will display if you don't upload any image.

**Promotional Video**

Promotional Video will display when user click the play button on your profil page.  
Video size: less than 10M  
[View example](#)



[Upload promotional video](#)

Display promotional video when visit?

☒

[Save](#) [View](#)

## Value-added services

(1) 【Homepage customization】 The corresponding page and description are as follow:

If you input your company's official website in the company profile, click here to skip to it.

CERAIR®

ADVANCED CERAMICS ONLINE  
TEST ACCOUNT

Xiamen, Fujian, China

Your company's  
product groups (lines)

We focus on:

Visitor click here or ESC button  
to enter your company profile website.

1. Your upload homepage file exhibite here.

2. If you upload both video / picture,  
we exhibite video by default.

3. Visitor click here to play video.

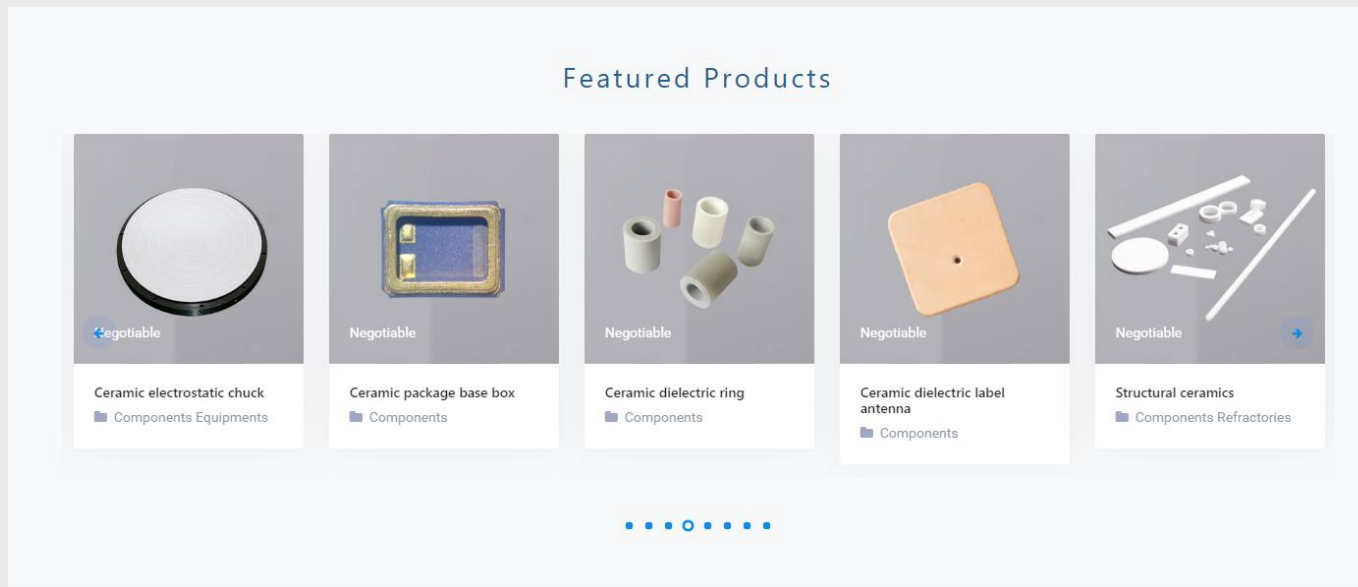
4. If nothing upload, here shows  
random pictures offered by Ceradir.

## Value-added services

### (2) 【Showcase Products】

Path: Value-added Service - Product Showcase - Submit

The showcase product will get a better ranking and search effect (as on other b2b platforms). It may has a special showcase logo, and shown on CERADIR™ homepage gallery.



### (3) 【Inquiry Subscriber】

Since CERADIR™ is not only a B2B international trade platform, but also a big data platform, there is a wide range of inquiries and demands issued by various roles of the entire industry chain. Through the inquiry subscriber service, you can reach business opportunities that exactly match your company, and filter out the inquiries which are not in your business scope.

# CONTACT US

CERADIR™ never stop making progress. Please contact us if you have better suggestions, thank you!

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**Wechat Public**



**Customer Service**



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**400-880-6553**