

How to search on Unite

In this article, you'll learn how to find items quickly using Unite's search function, how to sort search results, and how to view product details. Unite lets you browse a broad selection of items in one place, covering both your framework suppliers and the pre-integrated assortment.

How to use Unite's search function

Learn how to use Unite's search function to find items quickly and easily.

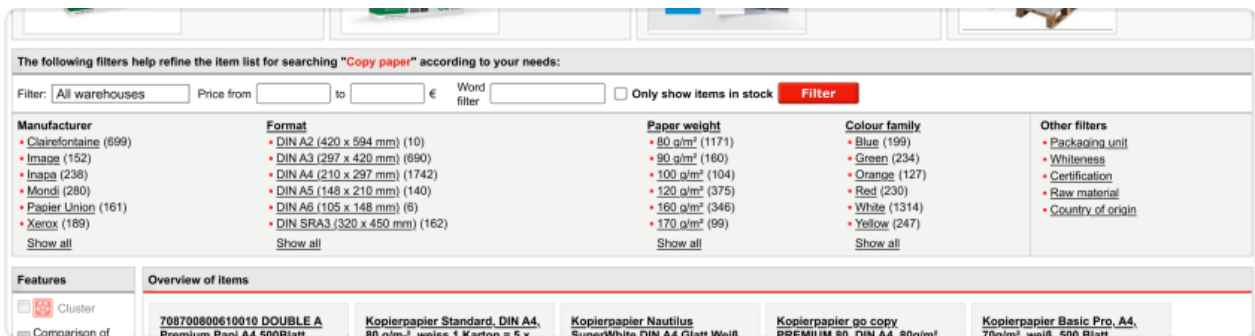
Search in web access setup

Search in PunchOut setup

On Unite, you search a large number of catalogues in an instant. Start your search by entering the product or brand name, or the EAN or manufacturer ID directly in the search field. Alternatively, you can click on the various categories (e.g. 'Stationery') and subcategories to find the product you need.

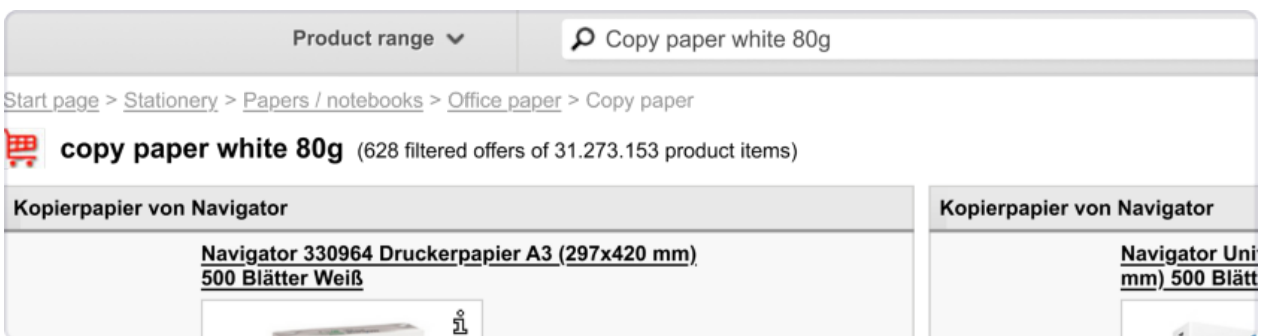
How to filter search results

On the search results page, you'll see a wide range of offers and filters to choose from. Select the relevant filter, such as 'Manufacturer', 'Certification' or 'in stock' to narrow down your search. You can also filter by product characteristics to compare items independently from manufacturers.



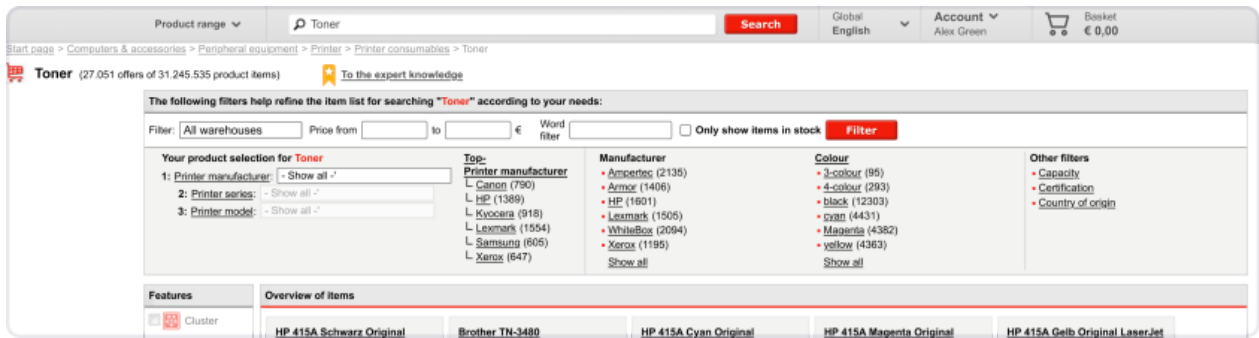
Context search

To save even more time when searching, enter the keyword, phrase or item specifications e.g. 'copy paper white 80g' directly into the search field. Your search results will be filtered automatically.



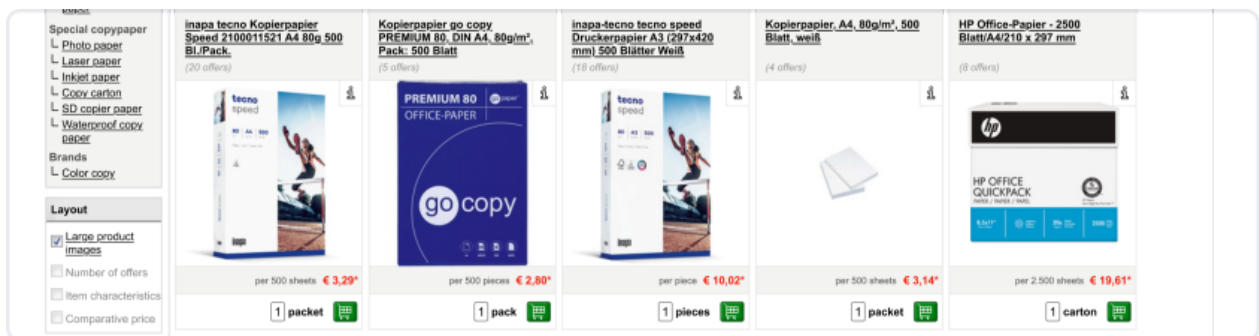
Accessories search

To find suitable accessories quickly, some product groups have a special accessories search function. If you are looking for a toner, for example, enter the manufacturer, series and model of your printer and you will be shown suitable accessories.



How to view search results in list and gallery view

View your search results in gallery view or in list view by selecting the relevant option – either by clicking on ‘Gallery’ or ‘List’.



How to sort search results

When searching on Unite, items from your preferred suppliers are listed at the top. If you don't have additional supplier catalogues, the results are sorted automatically so that the best matching items based on your search appear first. To sort your search results, click on the ‘Sort by’ drop-down menu, where you can sort your results by relevance, or lowest or highest price.



How to view product details

All items have a product detail page that usually includes information such as product number, brand, manufacturer number, EAN, images, product features, and product data sheets, as well as conditions, e.g. delivery time and available stock.

Click on the item you're interested in and scroll to the product description.

The screenshot shows the product page for 'Navigator Kopierpapier Universal 8247B80B DIN A3 80g 500 BU/Pack'. The page includes a navigation bar with the Unite logo, a search bar, and account information. The main content area features a product image, technical specifications, and a table of offers from various warehouses. The 'More information' section provides detailed technical data in a table format.

Miscellaneous	Produkttypbezeichnung	Universal
Papierformat		DIN A3
Grammatur		80
Ausführung des Papiertyps		holzfrei
Weißgrad (CIE)		169
Opazität		95
beidseitig bedruckbar		Ja
Verwendung für Druck- oder Schreibgerät		Lasendrucker, Inkjetdrucker, Kopierer, Faxgeräte
ZertifikatZulassung		Forest Stewardship Council® (FSC®)
Farbe		hochweiß
Ausführung der Oberflächenbeschaffenheit		matt
Anzahl der Blätter je Packung		500 BU/Pack.
Werbliche Produkttypbezeichnung		Multifunktionspapier Universal
Laufrichtung		Breitbahn

[Read more about product details](#)

How to compare products





Select the 'Product comparison' function and mark all items that you're interested in.

Features	Compare	Picture	Item	Stock level	Manufacturer/Manufacturer no.
<input type="checkbox"/> Cluster	<input checked="" type="checkbox"/>		Kopierpapier Steinbeis No.1, Recyclingpapier, DIN A4, 200 Pack/VE, 500 Blatt/Pack (2 offers)	out of stock	VPH 8024A80S VOLLE PALETTE
<input checked="" type="checkbox"/> Comparison of items	<input type="checkbox"/>		Kopierpapier Steinbeis No.1, Recyclingpapier, DIN A4, 100 Pack/VE, 500 Blatt/Pack (2 offers)	out of stock	VPH 8024A80S halbe Palette
Overview	<input type="checkbox"/>		Kopierpapier A4, holzfrei weiß 80g/m², 100.000 Blatt = 1 Palette (3 offers)	In stock	n/a 807845A80S
"Copy paper"	<input checked="" type="checkbox"/>		Kopierpapier Happy Office, A4, 80g/m² (7 offers)	In stock	Igepa 809A80S
Generic terms					
Office paper					
Subcategories					
Standard model					
Standard copy paper					

The selected items will now be compared.

Comparison of items

With item number:

Characteristics	Item: 1 (Show)	Item: 2 (Show)	Item: 3 (Show)	Item: 4 (Show)
Item:	Kopierpapier Steinbeis No.1, Recyclingpapier, DIN A4, 200 Pack/VE, 500 Blatt/Pack	Kopierpapier Happy Office, A4, 80g/m ²	Kopierpapier go copy PREMIUM 80, DIN A4, 80g/m ² , Pack; 500 Blatt	Inapa-techno techn speed Druckerpapier A3 (297x420 mm) 500 Blätter Weiß
Product item number:	P4700-46900	766-809A80S	52NSZ-20900-00	CFYXG-19208
Picture:				
Manufacturer:	VPH	igepa	GOCCOPY	Inapa
Manufacturer item no.:	8024A80S VOLLE PALETTE	809A80S	70710710	2100011524
EAN:	-	4026343001722	4250593402644	04011211075561
Long description:	Kopierpapier Steinbeis No.1, Recyclingpapier, DIN A4, 200 Pack/VE, 500 Blatt/Pack Kopierpapier Steinbeis No.1, 100% Recyclingpapier mit 70er Weiße, nach DIN ISO 2470, Format: DIN A4, Grammat: 80 g/m ² , Opazität: 94%, Rauigkeit: 300+-100, Dicke: 102+-6 µm, Lieferung: volle Palette = 200 Pack, 1 Pack = 500 Blatt, insgesamt 100.000 Blatt	Kopierpapier Happy Office, A4, 80g/m² Für größte Wirtschaftlichkeit in allen Büroanwendungen Solange Vorrat reicht, Tagesangebote	Kopierpapier go copy PREMIUM 80 ist das perfekte Papier für alle, die höchste Ansprüche an Qualität und Leistung stellen. Mit einer Grammat: von 80 g/m ² und einer Packungsgröße von 500 Blatt bietet es ein hohes Volumen und eine hohe Stabilität. Es ist FSC-zertifiziert, EU Ecolabel, beidseitig bedruckbar, ElementarChlorfrei gebleicht (ECF), holzfrei und Alterungsbeständig (DIN ISO 9706). Dank seiner brillanten Farbwiedergabe bei farbigen Ausdrucken wird es Ihnen ein perfektes Druckergebnis liefern. Es ist in der Farbe weiß erhältlich.	Ideal für den täglichen Gebrauch. Für Schwarz-Weiß-Ausdrucke, Notizen, Berichte, Kopien, Entwürfe, Rechnungen, Anleitungen, Belegabläge, usw. Passende Umschläge erhältlich
Characteristic:	-	-	-	Anzahl der Blätter je Packung: 500 BU/Pack.
Characteristic:	-	-	-	Ausführung des Papiertyps: elementar chlorfrei gebleicht
Characteristic:	-	-	-	Farbe: weiß
Characteristic:	-	-	-	Grammat: 80
Characteristic:	-	-	-	Papierformat: DIN A3
Characteristic:	-	-	-	Produkttypbezeichnung: Speed
Characteristic:	-	-	-	Verwendung für Druck- oder Schreibgerät: Laserdrucker, Inkjetdrucker, Kopierer, Faxgeräte
Characteristic:	-	-	-	Weißgrad (CIE): 146
Characteristic:	-	-	-	Werbliche Produkttypbezeichnung: Kopierpapier Speed