

Setting up the basket-to-ERP solution

With the basket-to-ERP solution, a user without an ERP licence can create and share a shopping basket with an ERP-authorized user, who can then start a PunchOut session, retrieve the basket using its ID and complete the order.

With this solution, the purchasing process in your company remains streamlined, and end users without ERP access enjoy the same experience on Unite as users with licences.

Please note: To be able to use this Basket-to-ERP Solution, it is required that you configure the parameter externalUserId within the Punchout configuration for Unite.

How the basket-to-ERP solution works for users without ERP access

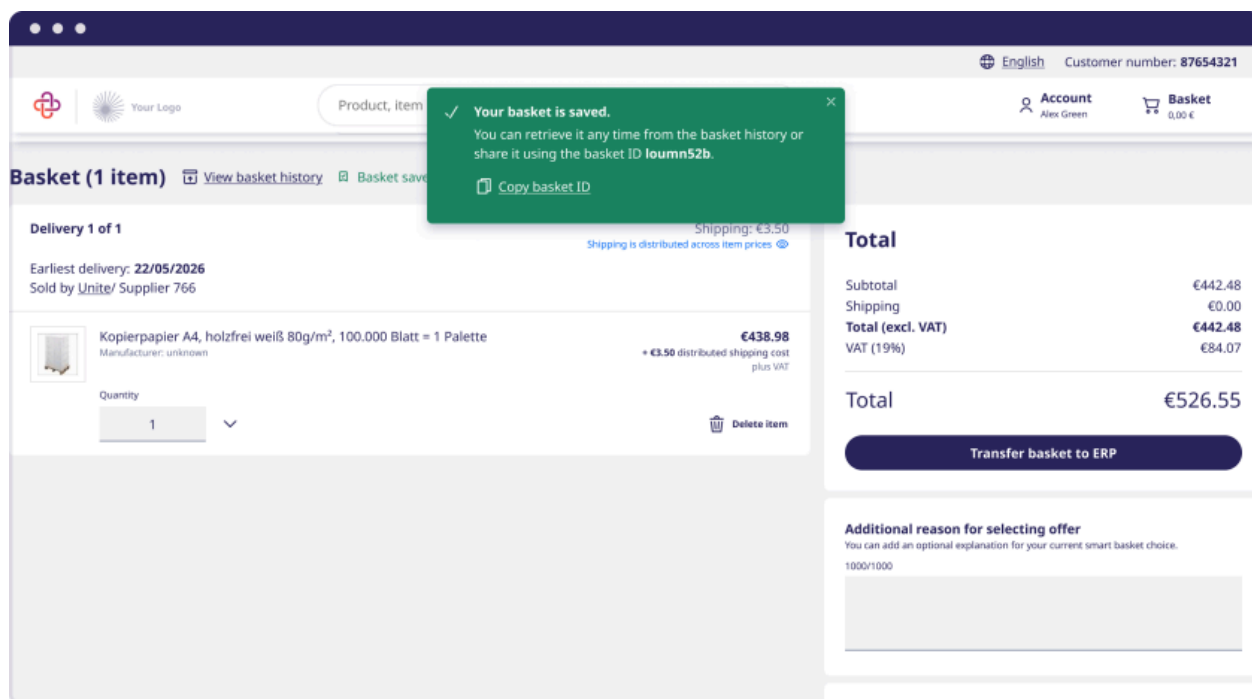
During the onboarding process, Unite will create an individualised URL to share internally with non-ERP users.

These users can then click on the link and start creating a shopping basket on Unite.

Once the non-ERP user has added all their items to the basket, they can go to the basket and then click on the 'Save current basket' button.

Need help with searching for products on Unite? Go to our ['How to search on Unite'](#) support page.

A Pop-up appears that shows the basket ID and allows the user to copy the ID.

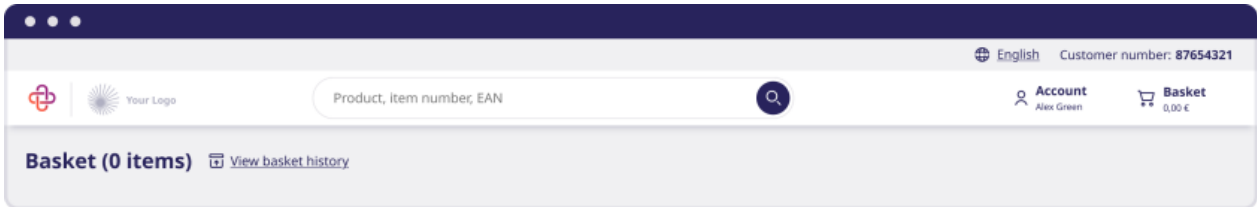


The non-ERP user can now share the basket ID with an ERP user using their preferred format (e.g. Microsoft Teams, email, etc.).

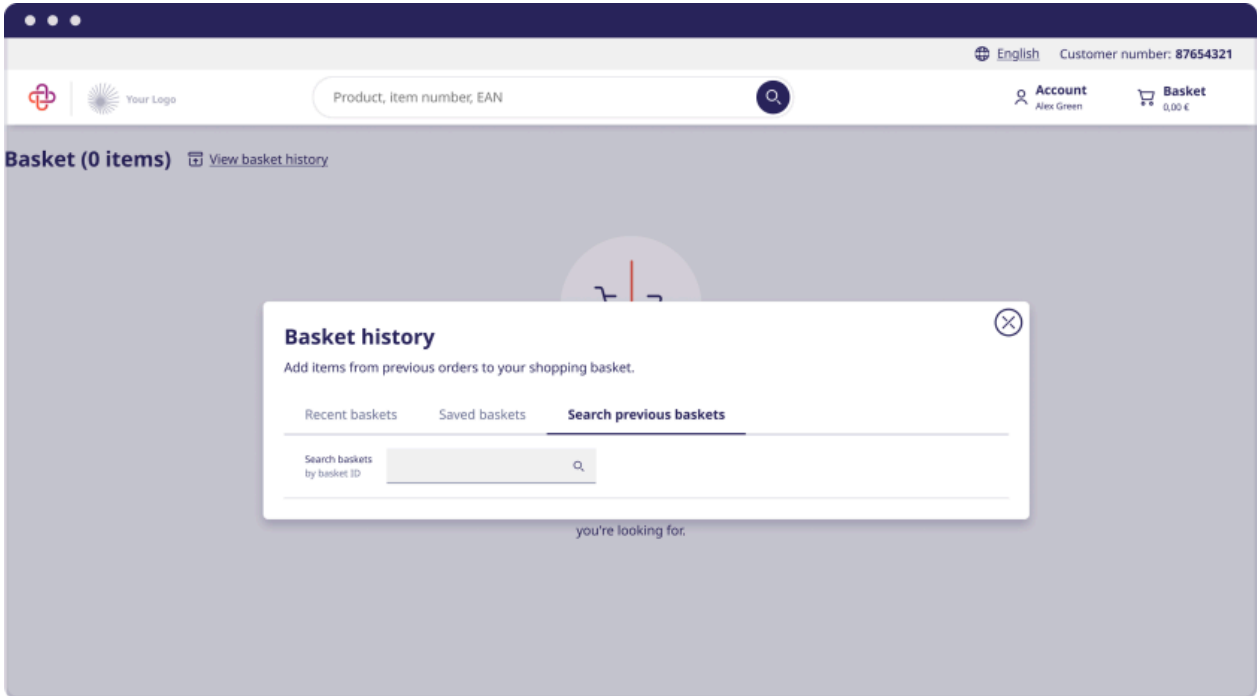
How the basket-to-ERP solution works for ERP-authorized users

When an ERP-authorized user receives the basket ID from a non-ERP user, they can complete the order via PunchOut.

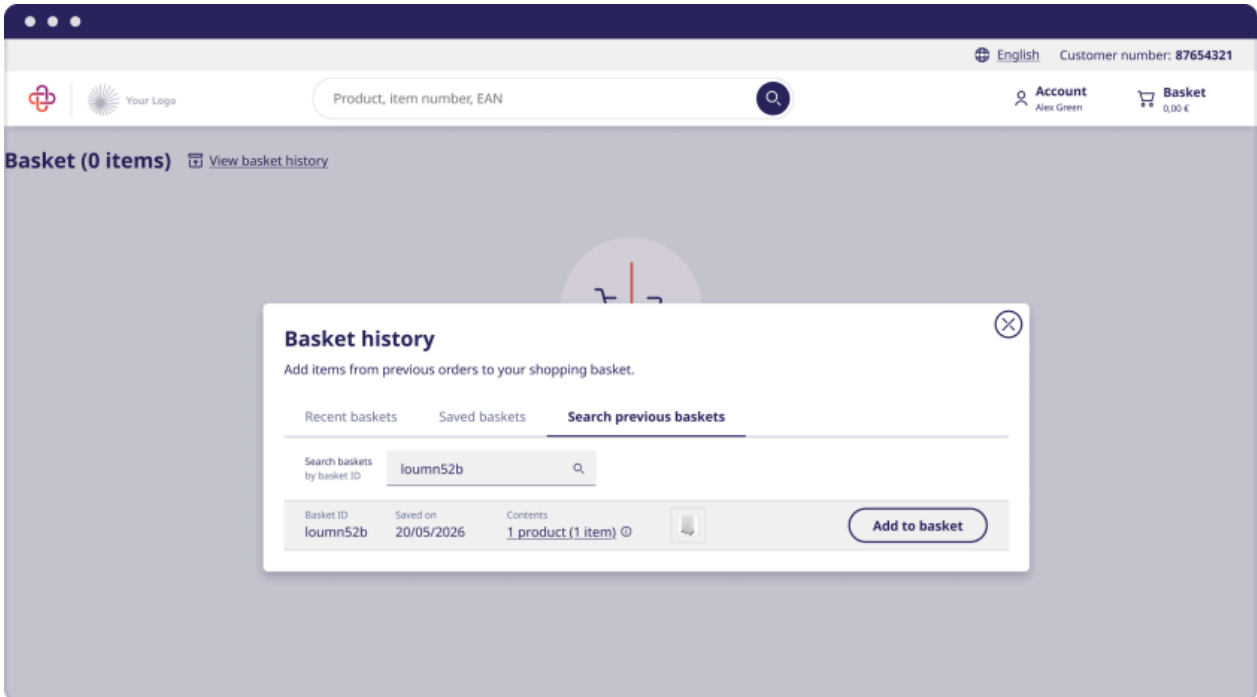
On Unite, the user navigates to the shopping basket area and clicks the 'View basket history' button.



From there, they click 'Search previous baskets'.



Now the user enters the basket ID in the corresponding field.



By clicking the relevant button, the authorised ERP user can add the items from the saved basket to their own basket.

The screenshot shows a web interface for a shopping basket. At the top, there is a navigation bar with a logo, a search bar containing 'Produkt, Artikelnummer, EAN', and user information including 'Deutsch', 'Kundenummer 87654321', 'Konto Maxi Mustermann', and 'Warenkorb 0,00 €'. Below the navigation, the basket is titled 'Basket (1 item)' with links for 'View basket history' and 'Save current basket'. The main content area shows 'Delivery 1 of 1' with 'Earliest delivery: 22/05/2026' and 'Sold by Unite/ Supplier 766'. The item details include a small image of a paper roll, the text 'Kopierpapier A4, holzfrei weiß 80g/m², 100.000 Blatt = 1 Palette', and a price of €438.98. A note indicates '+ €3.50 distributed shipping cost plus VAT'. The quantity is set to 1, and there is a 'Delete item' button. On the right side, a 'Total' section lists: Subtotal €442.48, Shipping €0.00, Total (excl. VAT) €442.48, and VAT (19%) €84.07. Below this, another 'Total' shows €526.55. A dark blue button labeled 'Transfer basket to ERP' is positioned below the totals. At the bottom of the basket area, there is a section for 'Additional reason for selecting offer' with a text input field.

Once done, the user can click on 'Transfer shopping cart' to transfer the basket back to the ERP system and to complete the approval and ordering process.

Please note: If prices of products change from time of creation of the initial shopping basket to the time that the basket is imported back to the ERP system, the prices will be updated in real time.