

# USER MANUAL

E-CATALOGUE | WISHLIST

PRECIOSA

## E-CATALOGUE | WISHLIST

# USER MANUAL

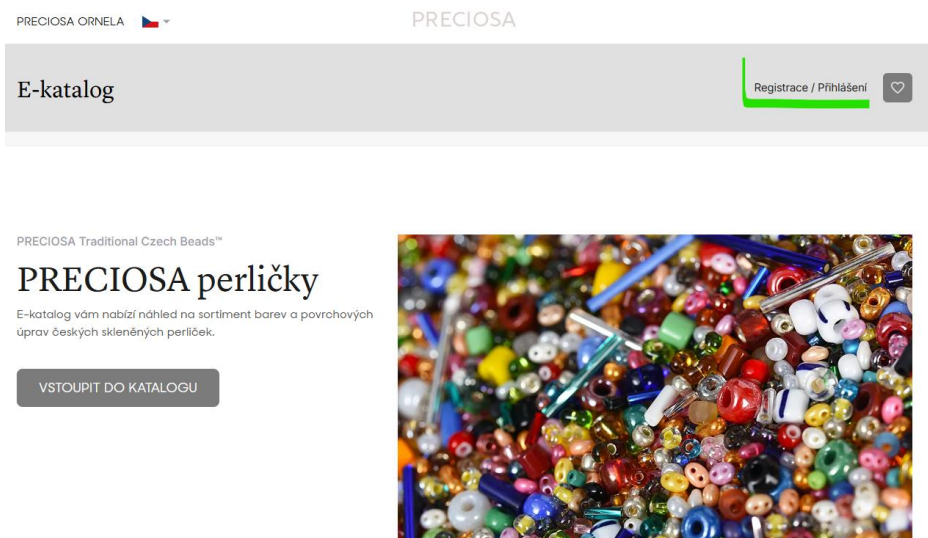
Wishlist creation, sending inquiries

The E-catalogue offers the ability to create wishlists for **3 product groups**:

- **Lampworking and composite rods**
- **LIBA Colors 96**
- **Casting Glass**

### 1) REGISTRATION (OPENING AN ACCOUNT)

E-catalogue: <https://catalog.preciosa-ornela.com/cs/>



You need to enter your contact details during your initial registration.

Fill in the registration information.

## Váš účet / Registrace

Jméno \*

Příjmení \*

Telefon \*

E-mail \*

Země \*

Společnost

IČ

Souhlasím s obchodními podmínkami

Registrovat

You will receive an email that will enable you to complete your registration. Copy the one-time password and click the “Activate account” button.

## PRECIOSA

### Dokončení registrace

Pro dokončení registrace klikněte prosím na odkaz níže. Aktivací účtu získáte přístup do aplikace a možnost vytvářet a upravovat své wishlisty.

Jednorázové heslo **WgnhE1**



Enter the one-time password and click on the “Log In” button.

E-katalog > Přihlášení

### Přihlášení do účtu

#### Přihlášení jednorázovým heslem

Zadejte níže jednorázové heslo, které jsme právě odeslali na váš e-mail. Tento kód slouží k bezpečnému ověření vaší identity. Jednorázové heslo má omezenou platnost – doporučujeme ho zadat co nejdříve.

Jednorázové heslo

Password

Přihlásit se

Nedorazilo vám do e-mailu?  
Zkontrolujte složku Nevyžádaná pošta (Spam) nebo složku Hromadné. Pokud e-mail stále nenajdete, můžete si heslo nechat zaslat znovu.

Znovu poslat heslo

This will take you to your account where you will see 3 wishlist sections:

- Lampworking rods
- LIBA Colors 96
- Casting Glass



## 2) LOGGING INTO YOUR ACCOUNT

You must log in every other time you enter the Preciosa Ornela E-catalogue. You will receive a unique password for the given period of your work. It is not necessary to save this password.

Click on the “Registration/Login” button.



PRECIOSA Traditional Czech Beads™  
**PRECIOSA Seed Beads**  
The E-catalogue offers you a range overview of the colors and surface finishes of the Czech glass seed beads.  
[ENTER THE CATALOGUE](#)



Enter your email address, tick that you agree with the business conditions and log in.

Account login

Your e-mail  
XXX

agree to the terms and conditions

[Login](#)

Are you not registered? Register [here](#)

Login message was sent on your e-mail.  
[Continue to password entry](#)

You will receive an email with the following format:



Copy the one-time password. Be careful not to incorrectly copy an additional space at the end, as this will prevent you from logging in.

Clicking on the “Login” button will take you to the login area.

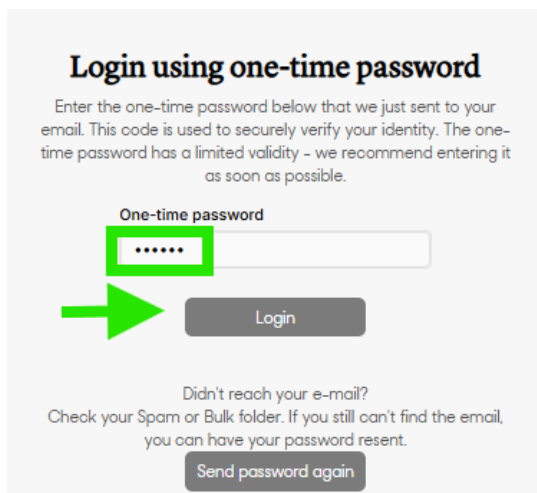
## Login

To log in, please click the link below. By signing in to your account, you will gain access to the application and the ability to create and edit your wishlists.

One time password: **g6zhqZ**

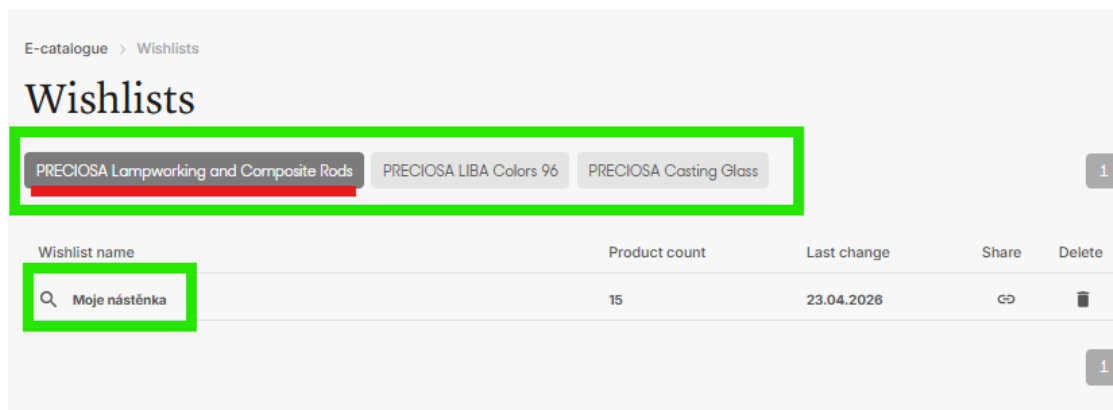


Enter the copied password.



You will now see 3 wishlist sections. The section that you are currently in is marked dark grey, i.e. currently the Lampworking rod section.

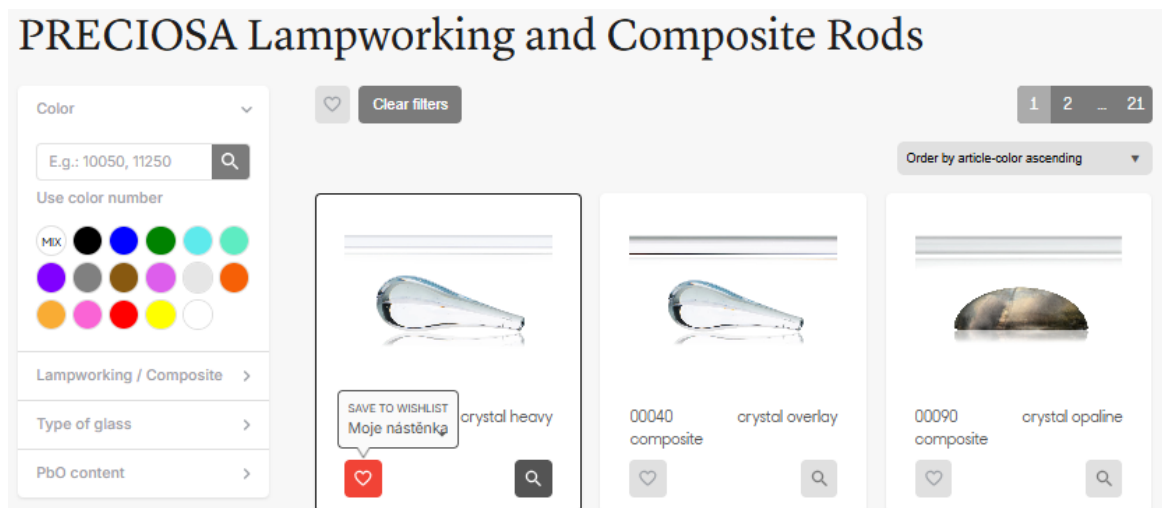
After your first login, the automatically preset 1<sup>st</sup> “My Noticeboard” (Moje nástěnka) wishlist will be displayed.



### 3) ADDING ITEMS TO THE “MY NOTICEBOARD” WISHLIST – YOUR FIRST PRESET WISHLIST

#### a. Adding individual items

Click on the heart next to the selected item in the E-catalogue (the given section). Your confirmed selection will be marked with a red heart.

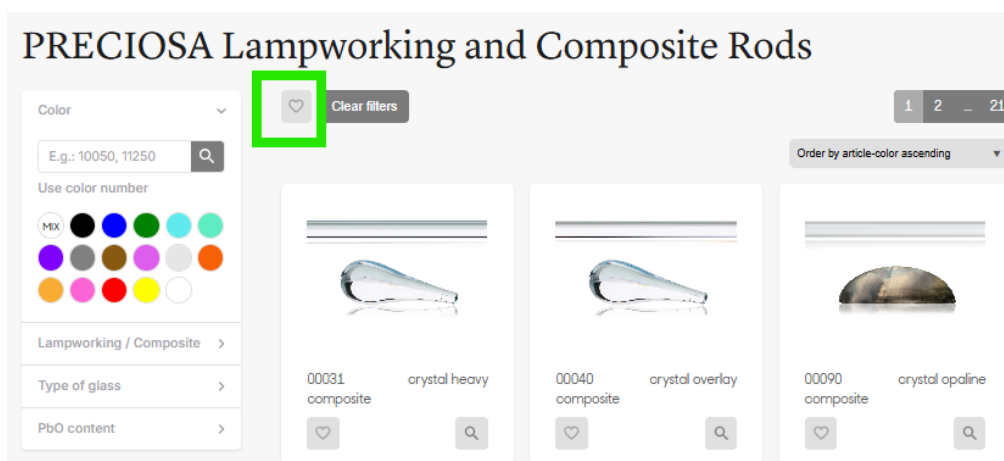


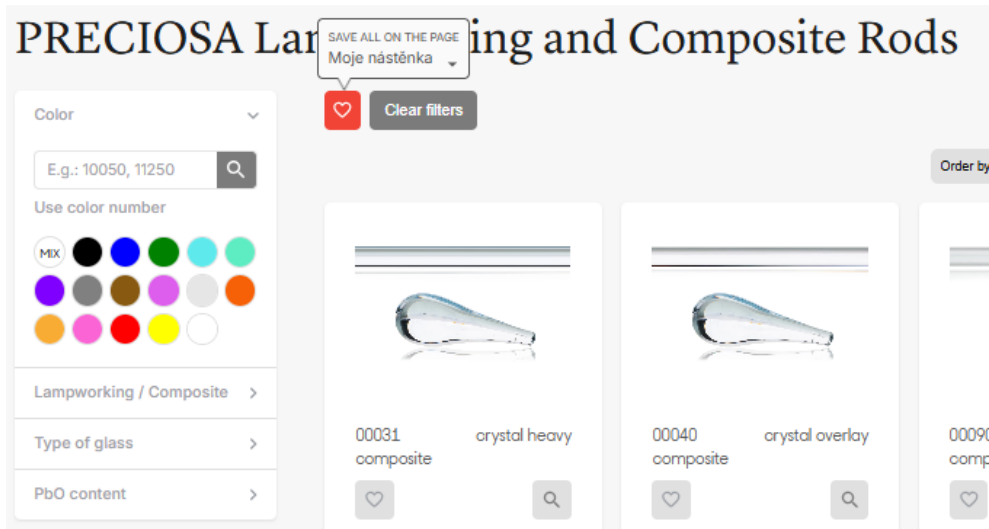
Your selection will also be confirmed with the message: “successfully saved in your wishlist: My Noticeboard” (moje nástěnka).



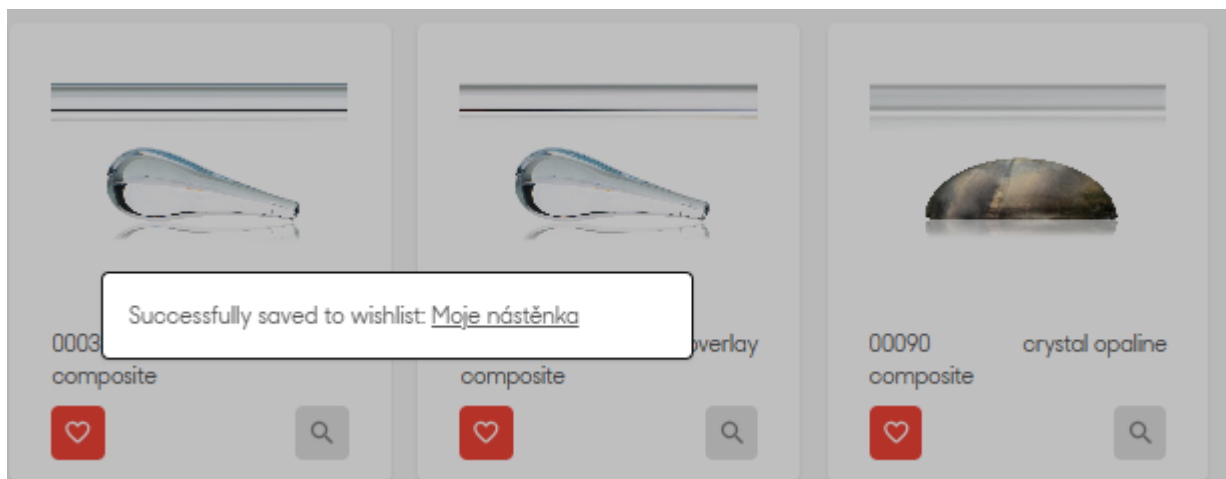
#### b. Adding all 15 items on the page

The heart at the start of the page is used to add all the items on the page.



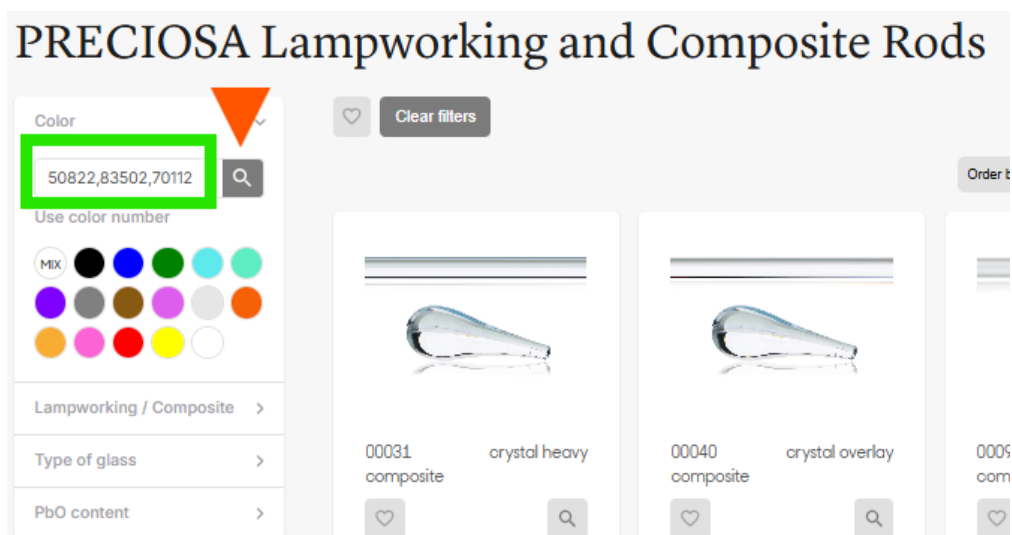


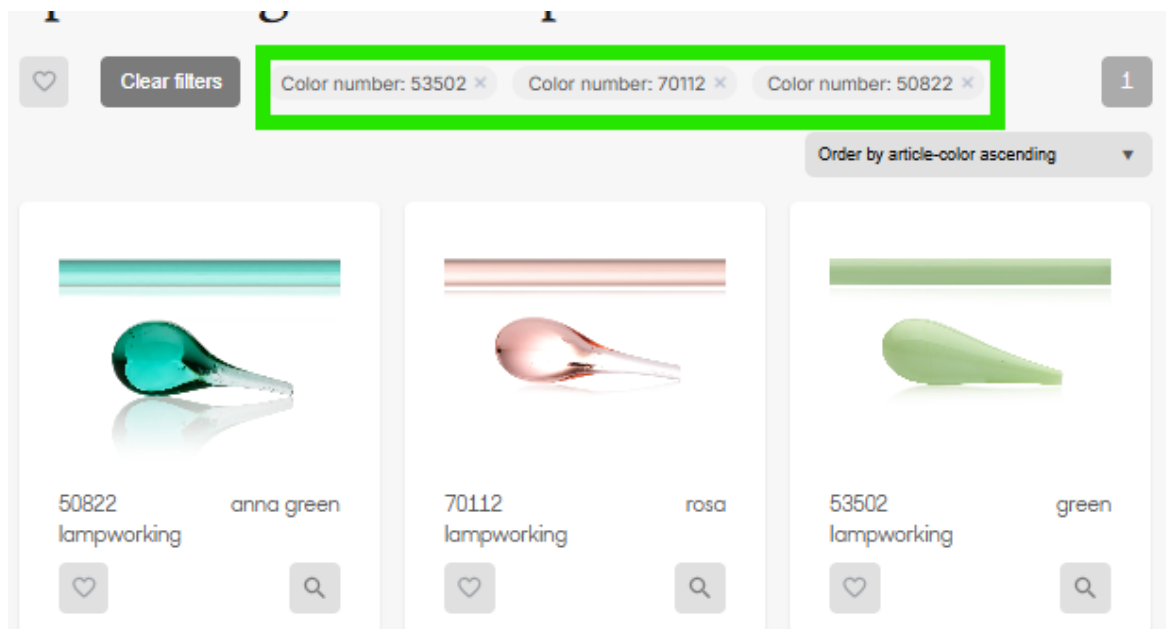
Your selection (all the items on the page) will be confirmed with the message: “successfully placed in your wishlist: My Noticeboard”.



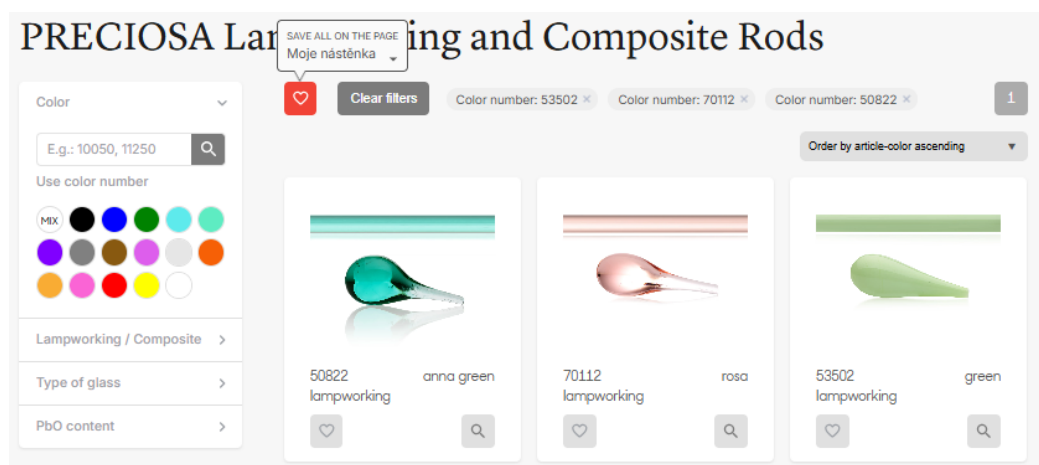
### c. Adding a colour number list (several entries)

If you want to select specific colour numbers, enter them in a list separated by a comma (50822, 53502, 70112, 80022) and confirm the selection with the magnifying glass.

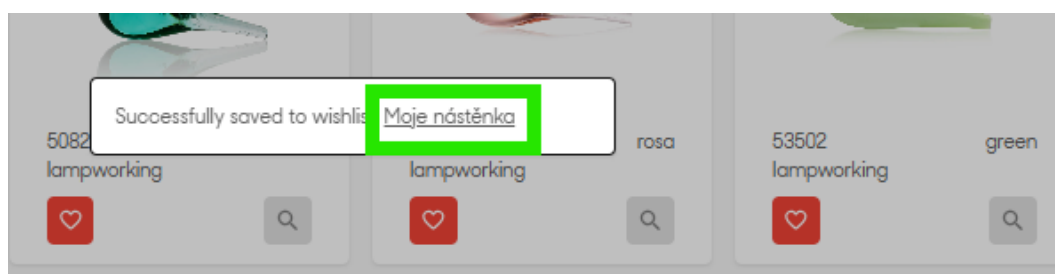


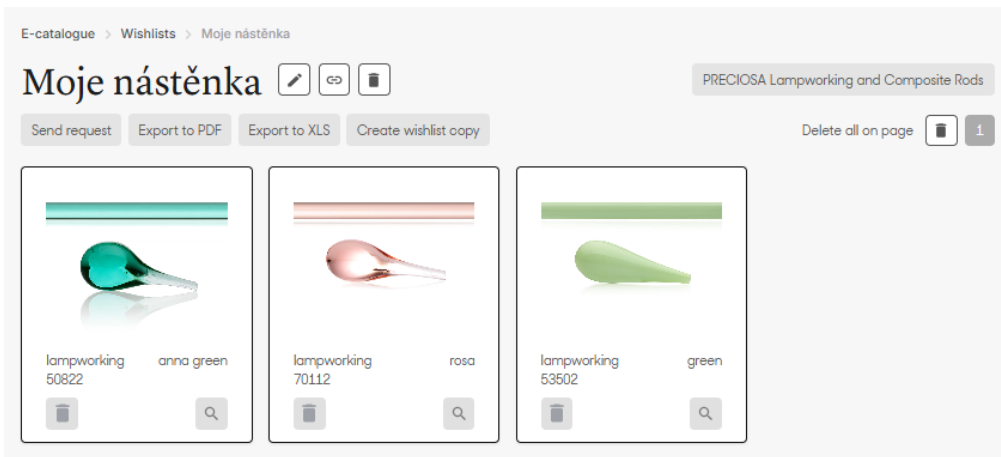


Add the selected items to your wishlist using the heart at the top.



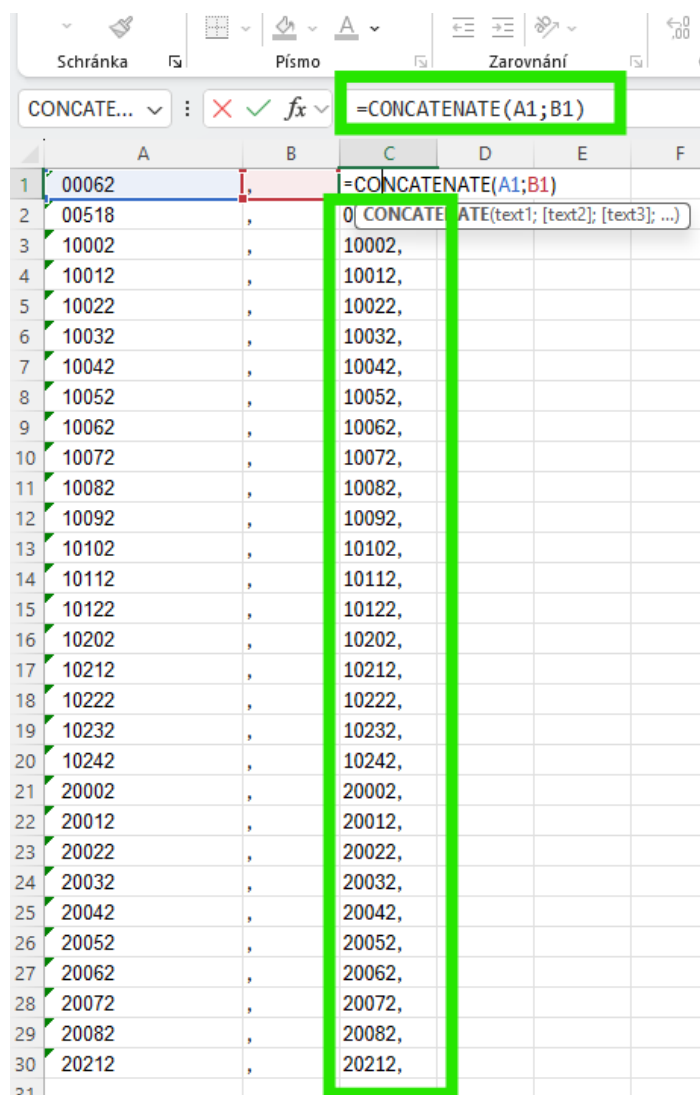
Enter the wishlist via the "My Noticeboard" link.





**d. Adding a colour number list (multiple entries) – Excel’s Concatenate function**

It is possible to use Excel’s Concatenate function to create a colour list separated by commas.



**Enter** the copied column (the colour number + comma) into the “**colour**” field and confirm it with **the magnifying glass button**.

Add the selection of XX entries to your wishlist using the **heart in the upper section**.

## PRECIOSA Lampworking and Composite Rods

Color

E.g.: 10050, 11250

Use Color number

Mix

Lampworking / Composite

Type of glass

PbO content

Color number: 20212 × Color number: 20082 × Color number: 20072 ×

Color number: 20062 × Color number: 20052 × Color number: 20042 ×

Color number: 20032 × Color number: 20022 × Color number: 20012 ×

Color number: 20002 × Color number: 10242 × Color number: 10232 ×

Color number: 10222 × Color number: 10212 × Color number: 10202 ×

Color number: 10122 × Color number: 10112 × Color number: 10102 ×

Color number: 10092 × Color number: 10082 × Color number: 10072 ×

Color number: 10062 × Color number: 10052 × Color number: 10042 ×

Color number: 10032 × Color number: 10022 × Color number: 10012 ×

Color number: 10002 × Color number: 00518 × Color number: 00062 ×

Order by article-color ascending

00062 machine crystal lampworking

00518 machine crystal lampworking

10002 lampworking topaz

Continue in the same way as in the previous steps.

#### 4) ENTERING YOUR WISHLIST

##### a. Via a marked and selected entry to the wishlist

Click on “My Noticeboard” (Moje nástěnka). The given wishlist and its contents will be displayed.

Successfully saved to wishlis [Moje nástěnka](#)

00031 composite crystal heavy

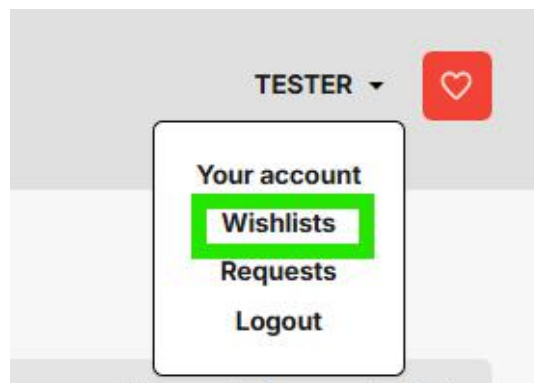
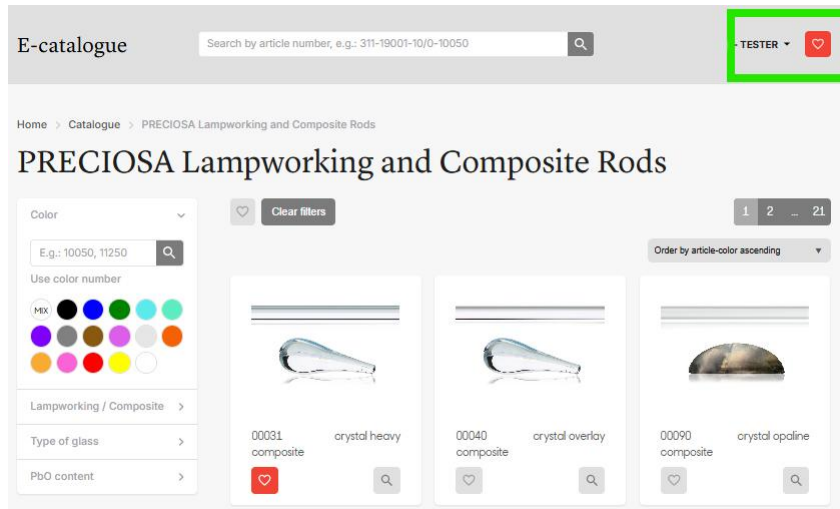
00040 composite crystal overlay

Moje nástěnka

Send request Export to PDF Export to XLS Create wishlist copy

composite crystal heavy 00031

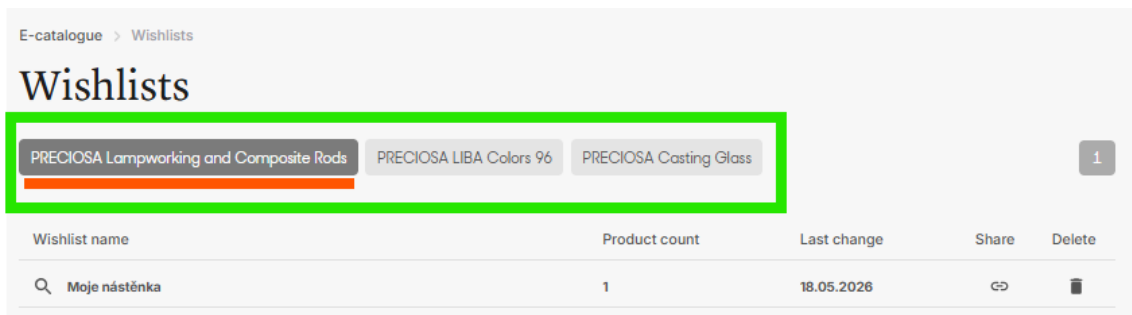
**b. Via the account in the upper right-hand corner**



You have **3 wishlist sections** in the overview:

- Lampworking and composite rods
- LIBA Colors 96
- Casting glass

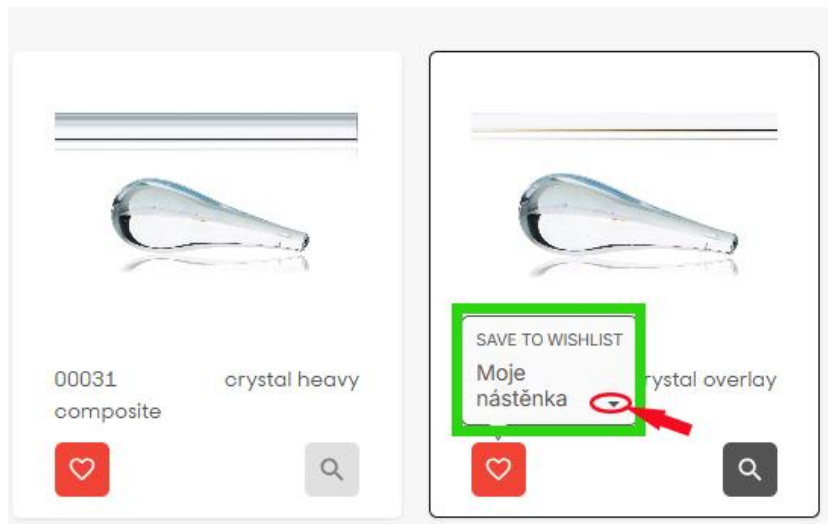
The section of the wishlist that you are currently in is marked **dark grey**.



**5) CREATING A NEW WISHLIST UNDER ITS OWN NAME**

**a. Using a selected item**

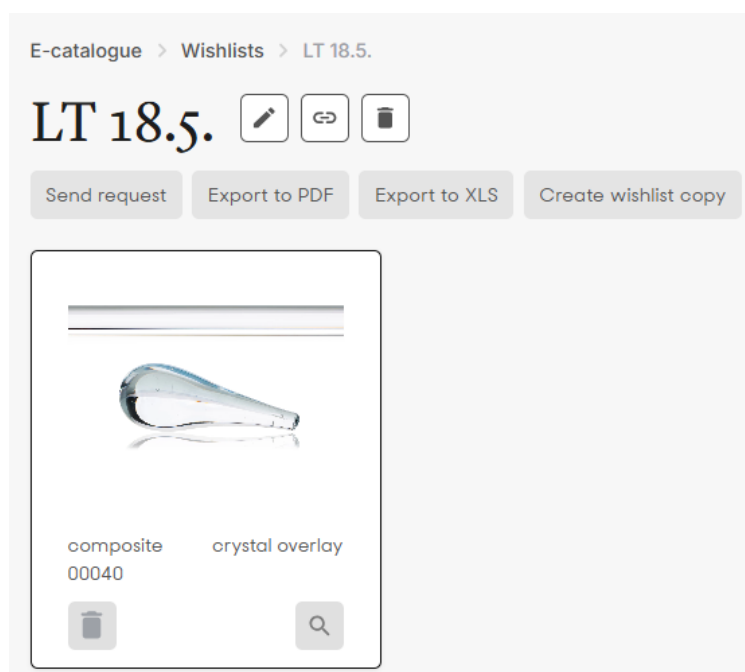
Move the mouse to the heart by the selected item and you will see a menu of options for saving the item. Click on the arrow to unpack the menu.



Choose the new wishlist name and confirm it.

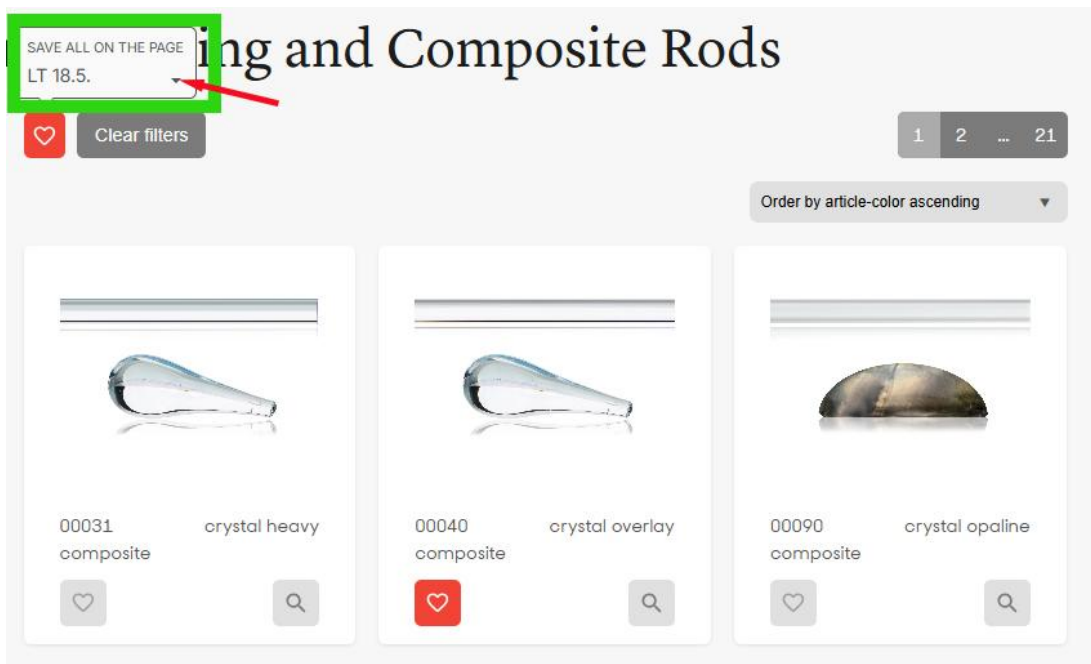


You will receive confirmation of the fact that the items have been saved in the new wishlist. You can also enter the new wishlist.



**b. A new wishlist using the heart in the upper section, provided you add all the items on the page**

Move the mouse onto the heart in the upper section. A menu will be displayed with options for where to save all the items on the page. Click on the arrow to unpack the menu.

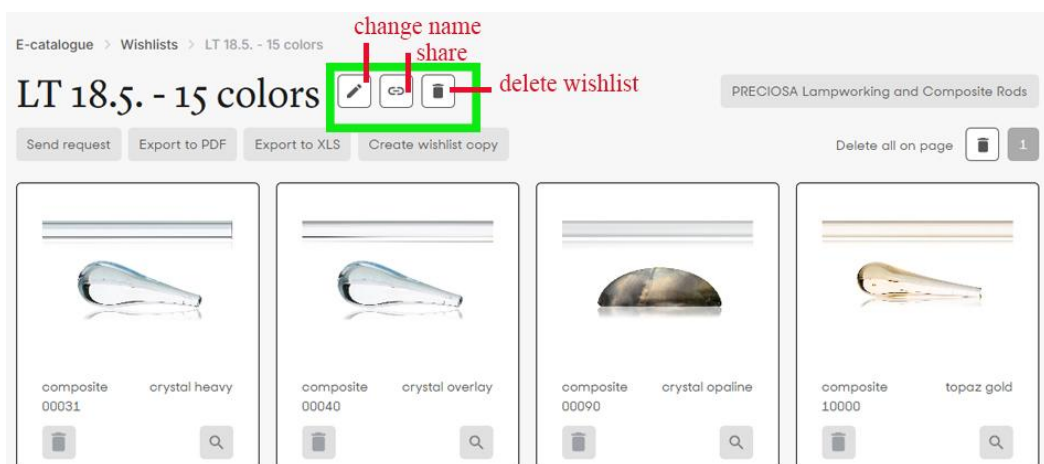


Enter the name of the new wishlist and confirm it. Continue in the same way (according to point 5a).



**6) WORKING WITH THE WISHLIST**

- a. Renaming a wishlist**
- b. Copying and sending a link to a wishlist (the interactive items remain)**
- c. Deleting a wishlist**



**d. Sending an inquiry (the option of adding a short comment)**

Before sending your inquiry, you can add a short comment, for example the amounts in the case of given items. Your inquiry will be dealt with by a Preciosa Ornela commercial representative, who will contact you using your registration details.

**e. Exporting a wishlist in the PDF format (including photographs)**

**f. Exporting the wishlist in the Excel format (without photographs)**

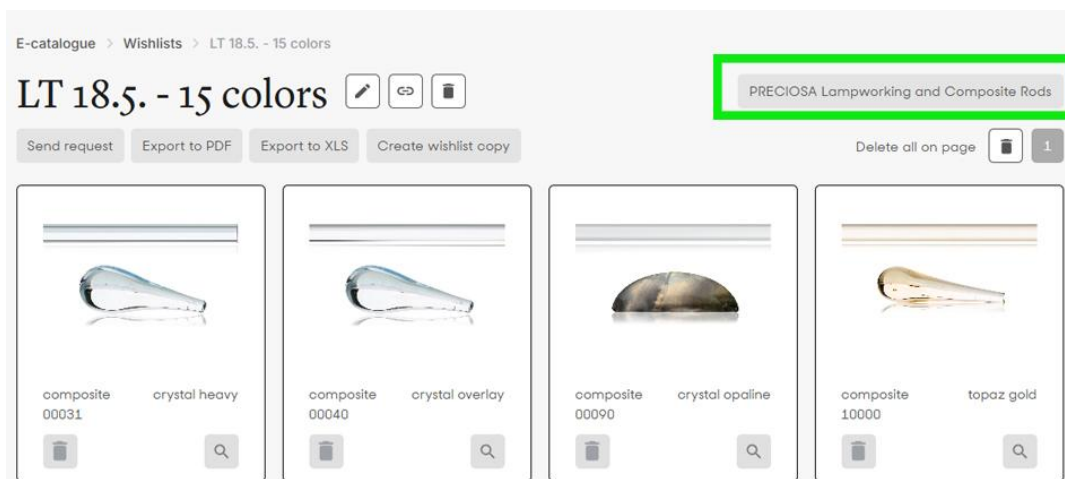
The list of selected items can be supplemented with the required amount or with any other note. You can send the inquiry directly to the email account of the Preciosa Ornela commercial representative, with whom you are in contact.

**g. Creating a copy of the wishlist**



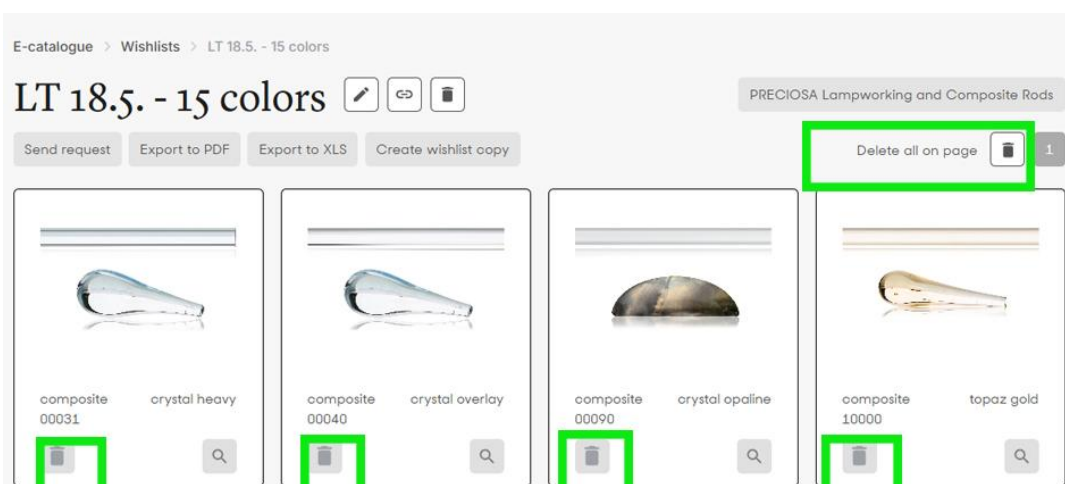
**h. Adding further items from a given section of the E-catalogue**

Use the button in the top right-hand corner to re-enter the E-catalogue in the given product section where you can select further items.



**i. Deleting items individually (the rubbish bin icon next to the individual items)**

**j. Deleting all the items on the page (the rubbish tin icon in the upper right-hand corner)**



## 7) THE USER PROFILE

- a. **Your account** – the option of changing your registration details
- b. **Wishlists** – entry into the wishlist section within the framework of all the available product groups
- c. **Inquiries** – a summary of your sent inquiries
- d. **Log out**

E-catalogue

TESTER ▾



**Your account**

**Wishlists**

**Requests**

**Logout**

Dated: 23.4.2026