How to access QuickSpecs online in the HP Marketing Document Library

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1. Version history

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Online access to QuickSpecs

2. QuickSpecs access through HP Marketing Document Library

For accessing the HP Marketing Document Library, go to www.hp.com/go/qs

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Access to QuickSpecs

hp.com/go/qs

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3. Searching QuickSpecs on the HP Marketing Document Library

For searching documents on the HP Marketing Document Library, as a first step, click on Search Active QuickSpecs.

You will see that there are more than 2,700 QuickSpecs documents available.

As a next step, you can use the faceted search navigation like:

- Full text search

and/or

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hp.com/go/qs
- Title search.

And, you can search

a) Per category/product 

b) Per status 

c) Per audience 

For viewing your search results, you can set one of the following sorting filters:

- Most popular 
- Title 
- Revision Date 

Access to QuickSpecs
hp.com/go qs

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a) **Per category/product**

For doing a search by 'Product', please use the Categories filter.

Enter for example *dl380p* and you will get relevant results –

If you want to reset your search, click on *New Search.*

If you enter *dl380 Gen9* and do a *Search only in title*, you will receive about 2 documents only.

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**Access to QuickSpecs**

*hp.com/go/qs*

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More tips and tricks on most powerful searching can be found in the Helpful tips link.

4. “Show snippets” feature

When you do a full text search, you will receive a button Show snippets.

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This will help you to find the most relevant information.

5. **Resources, contacts, or additional links**

Visit the QuickSpecs site online at: [www.hp.com/go/qs](http://www.hp.com/go/qs)

From [www.hp.com/go/qs](http://www.hp.com/go/qs), access product images, product prices and the Quick Quote Tool.

6. **Support**

In case you need support, please log a ticket in Service Central:

1. Log in to Service Central
   - HP employee access to Service Central
   - HP partner access to Service Central
2. Select the appropriate service option for your request.
3. Click *Submit a case* at the bottom of the page.
4. Complete the required information, attach and upload additional information if required.
5. Submit your request.

In order to review/edit your ticket – take the following steps:

1. Log in to Service Central
   - HP employee access to Service Central
   - HP partner access to Service Central
2. Select *My Page* from the top menu bar.
3. Your ticket(s) will be listed at the bottom of the page.
4. Click on the request ID to review your ticket, or
5. To modify your ticket or respond to a helpdesk query, click *edit* and insert your comments into the *Addtl Information/Comments* field.