How to use an Item Catalog to search for parts by Year, Make, Model

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Overview

Use this guide when you know the vehicle's Year, Make, and Model and need to find matching parts in 1place. You'll search your Item Catalog through **Find Parts** and narrow the results by category.

Steps

1. **Open Find Parts.**
   Click **Find Parts** in the upper-left corner of 1place or press **F1**.
2. **Enter the vehicle information.**
   - **Year** — Enter the two-digit model year, such as `15` for 2015.
   - **Make** — Select the vehicle manufacturer.
   - **Model** — Select the vehicle model.
3. **Click Search.**
   Review the parts returned for that vehicle.
4. **Narrow the results.**
   Choose the designated **Category** and **Sub Category**, or use a category button to filter the list.
5. **Review a part.**
   Check its description and availability. To see more information, click the **magnifying glass** beside the item to open **Item Details**.

If a Part Does Not Appear

Check the vehicle information and category filters. If you know the part number, try searching by **Part #**.

If you can find the item by part number but not by vehicle, review its **Catalog** tab in **Item Details**. Confirm that it includes the Year, Make, and Model you searched for.

For help with selecting parts and creating a quote or order, see How to Find, Price, and Sell Parts Using the Find

Parts Screen.