

Shopping with School Tool Box is simple!

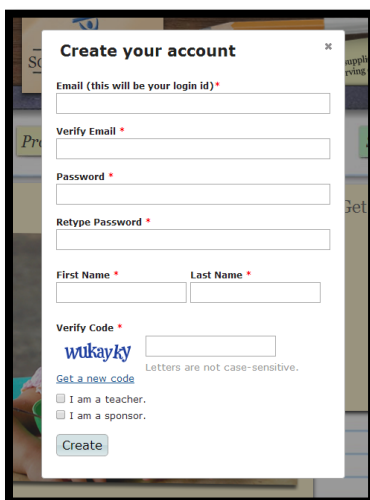
Getting Started:

You can register for a new account with School Tool Box or log in to an existing account. If you'd prefer to shop as a guest, start at "Find boxes now."



Registration:

Registration is simple and fast. Having an account allows you to track your order and offers easy ordering for next year.



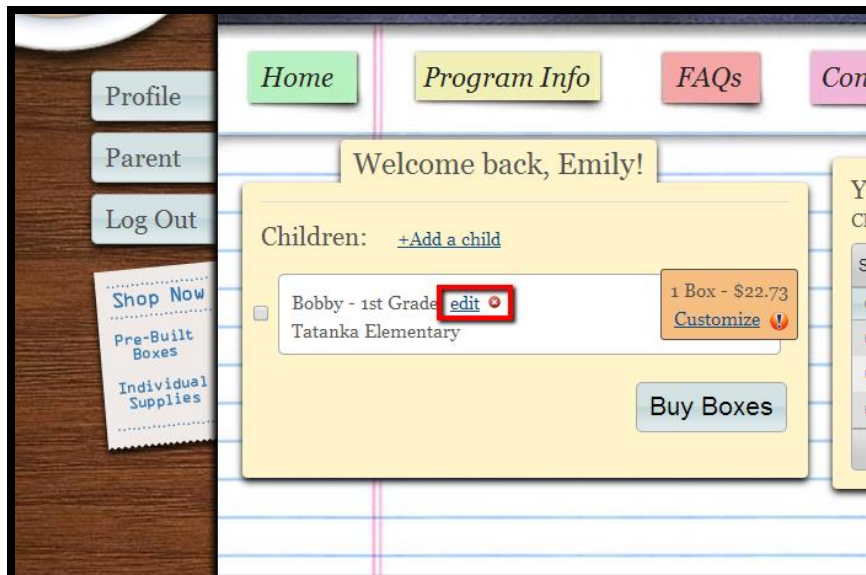
New Registered Customers:

You'll want to add a record for any student you're purchasing for. Click "+Add a child" and enter their information. Create a record for each student before you begin shopping.



Returning Customers:

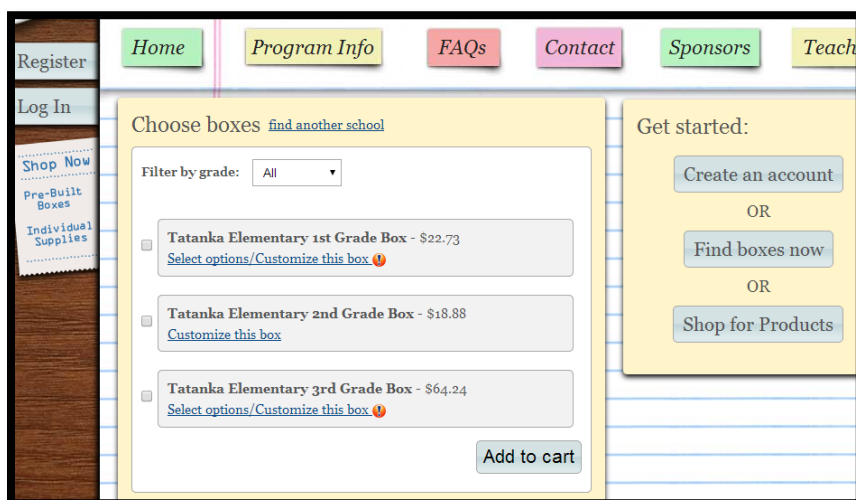
Returning customers will have records built for their students from previous orders. Make sure to update the grade to their grade for the coming fall.



Shopping as a Guest:

Start by searching for your school using the name of the school and it's city and state.

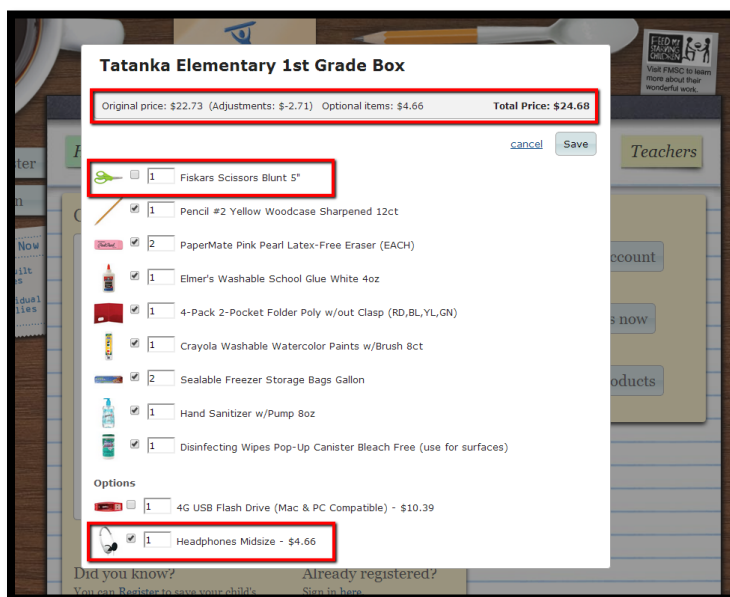
Once you've selected the correct school you will see a list of all available boxes.



Customizing Your Box:

By clicking on "Customize this box" as a guest or registered user, you can add or remove items in the list. Checking and unchecking the box will add/remove the item from your list. You can also change the quantity of checked items up or down.

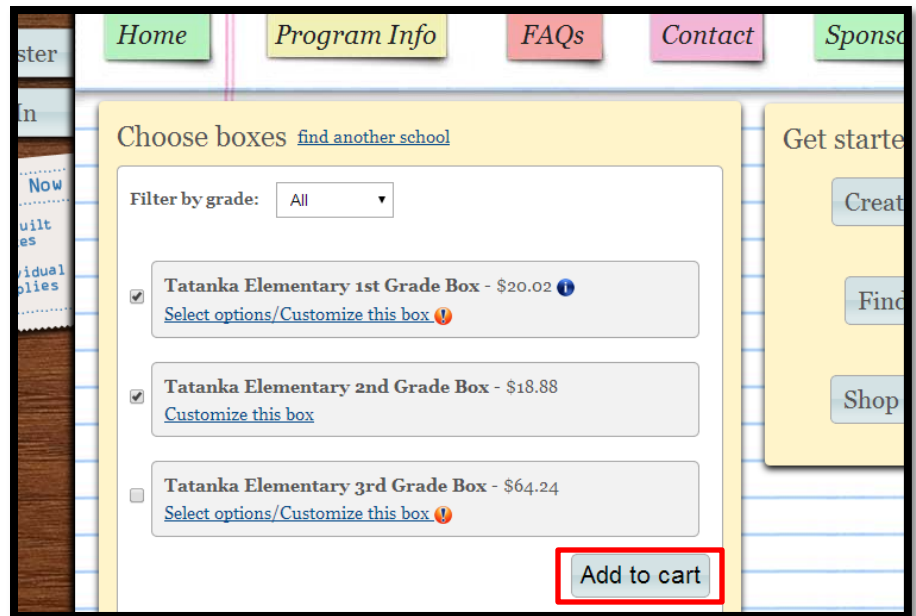
Some schools also offer optional items for purchase. Be sure to place a check mark next to this item if you'd like to add to your order.



Guest Customers:

Boxes that have been customized will appear with a blue bubble next to them. Boxes with optional items available will appear with an orange bubble next to them.

Once you've completed your customizing (or, just selected the full box you'd like to order by checking the box), add the boxes to your cart.



Registered Customers:

Boxes that have been customized will appear with a blue bubble next to them. Boxes with optional items available will appear with an orange bubble next to them.

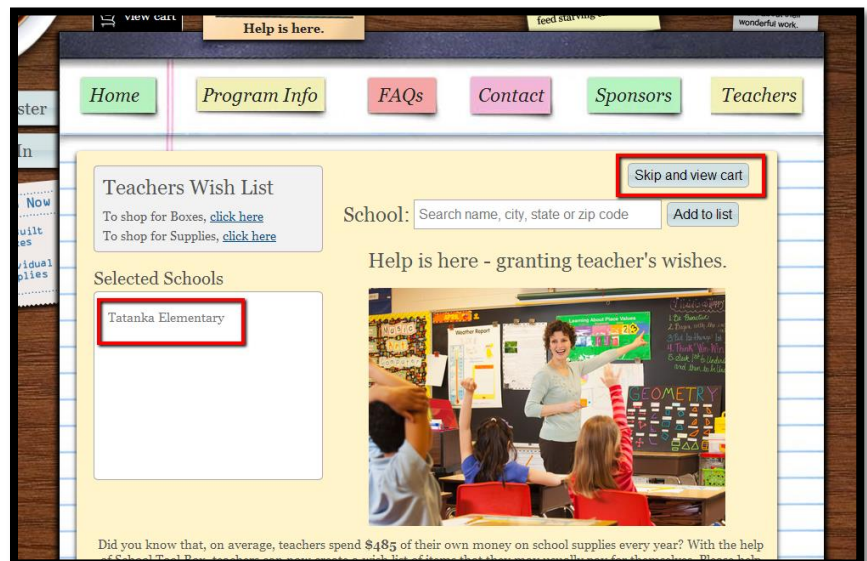
Once you've completed your customizing (or, just selected the full box you'd like to order by checking the box), select Buy Boxes.



Teacher's Wish List:

Your teacher has the ability to create a Teacher's Wish List - which is like a registry for classroom items. Hover over the name of your school(s) to view available Wish Lists. Click on any list you would like to purchase items from.

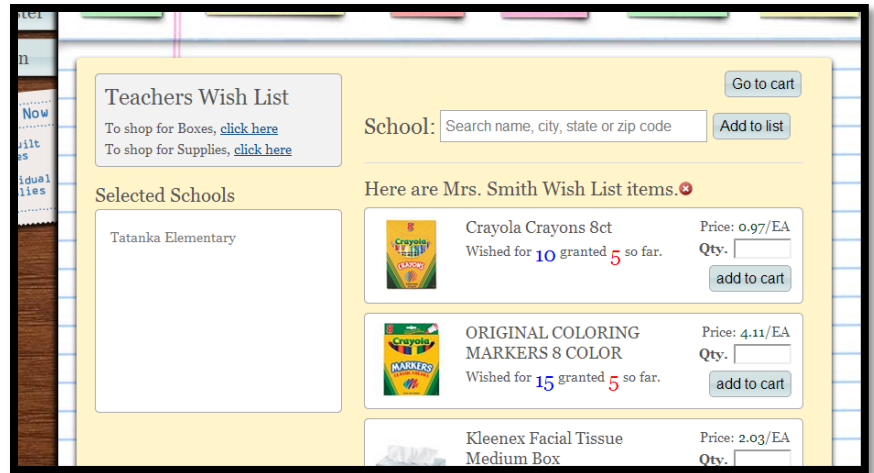
If no list is available, or you choose not to order, you can skip this step and move to your cart.



Teacher's Wish List:

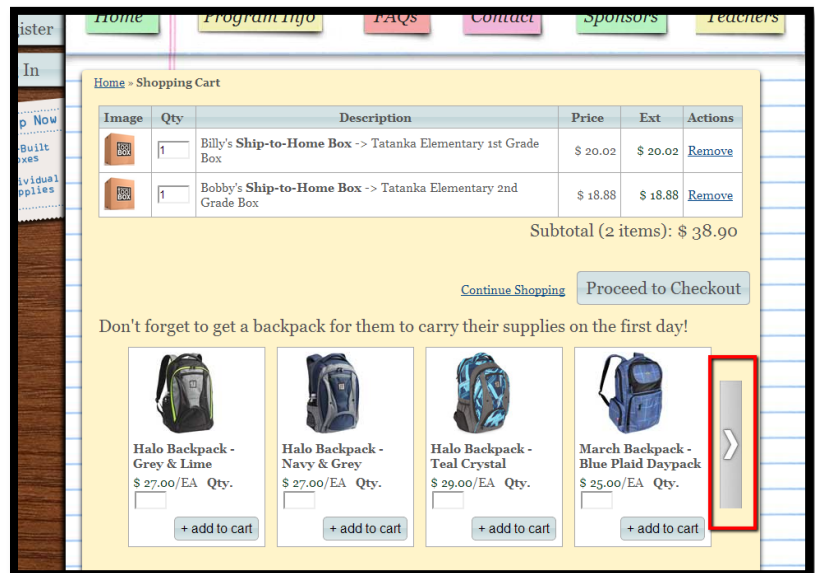
If your school has built Wish Lists and you would like to purchase items, enter a quantity and add to your cart.

You will be able to see how many items the teacher wished for and how many they have already received.



Shopping Cart:

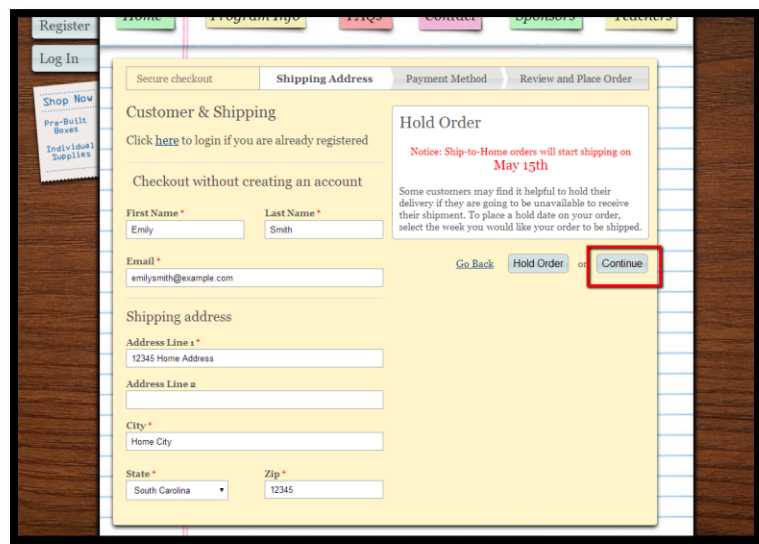
Once you've added any boxes, items or Teacher's Wish List items to your cart you can also add backpacks. Scroll through the backpacks and enter a quantity in your selection. You'll be asked who this backpack is for so we know where to send it.



Shipping:

Enter your shipping address. If you would like us to hold your order until a later date, select the week you'd like it to be shipped. Otherwise, we'll ship it when it's ready.

You can pay with credit/debit card or a checking/banking account.



Payment:

School Tool Box accepts most credit and debit cards as well as checking and banking accounts.

The order summary will show each type of product you ordered along with any applicable tax and shipping.

Shipping \$ 6.00

Order Totals

Subtotal (3 items): \$ 65.90
Total Tax: \$ 3.95
Total Shipping \$ 0.00
Order Total: \$ 69.85

*Ship-to-Home boxes and individually added school supplies are subject to shipping charges and sales tax.

Ship to Home details

Emily Smith
12345 Home Address
Home City, SC 12345

UPS or USPS - Ships the week of 5/19/2014

CCV *

same as shipping address

Billing Address Line 1 *

Billing Address Line 2

City *

State *

ZIP Code *

[Back](#) [Continue](#)

Review Your Order:

Now review your order to make sure everything looks correct. Once you've confirmed your information, you must click Place Order for your order to be complete.

Secure checkout Shipping Address Payment Method **Review and Place Order**

Review Your Order [Place Order](#)

Shipping:

Emily Smith
12345 Home Address
Home City, SC 12345

UPS Ground / Ship on 5/19/2014

Payment Method

Ending in 0012
Expires 01/15

Bill To:
Emily Smith
12345 Home Address
Home City, SC 12345

Totals

Sub-total \$ 65.90
Tax: \$ 3.95

Order:

Items	Qty	Total
Billy's Box -> Tatanka Elementary 1st Grade Box	1	\$ 20.02

Confirmation:

Your order is not complete until you've been brought to this page. You will also receive a confirmation email once your order is complete.

Your order has been submitted. Thank you for shopping with School Tool Box!

You will receive an email confirmation shortly at: emily@example.com

Shipping

12345 Home Address
Home City, AL 12345

UPS Ground / Ships as soon as available

Item	Qty	Total
Billy's Box -> Tatanka Elementary 1st Grade Box 10073	1	\$ 20.02
Bobby's Box -> Tatanka Elementary 2nd Grade Box 10074	1	\$ 18.88

Payment Method

Ending in 0027
Expires 01/33

Emiy! Test
12345 Home Address
Home City, AL 12345

Order Summary

Subtotal \$ 38.90
Shipping \$ 5.99
Tax \$ 1.56
Order Total \$ 46.45

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