

## Please follow the step-by-step instructions for how to shop on our new website.

1. Go to our website: [www.eclassicdesigns.com](http://www.eclassicdesigns.com)
2. Click on the “Login/Register” button in the upper right hand corner of the home page.



3. Create an account. (Note: password restrictions are very strong so avoid entering in one word passwords. Utilize upper and lower case letters, numbers, and special characters !@#%~-)

## Register

Email address \*

Password \*

**REGISTER**

4. Fill out the appropriate **billing** and **shipping** information in your account.

**My Account**

Hello **cheryl.woo.leong** (not cheryl.woo.leong? Sign out). From your account dashboard you can view your recent orders, manage your shipping and billing addresses and edit your password and account details.

**My Schools**

You haven't added any schools yet, click "School Search" to get started.

**ADD YOUR SCHOOLS**

**My Addresses**

The following addresses will be used on the checkout page by default.

<b>Billing Address</b>	<b>Shipping Address</b>
Edit	Edit
<i>You have not set up this type of address yet.</i>	<i>You have not set up this type of address yet.</i>

5. Click on the “Add Your Schools” button.

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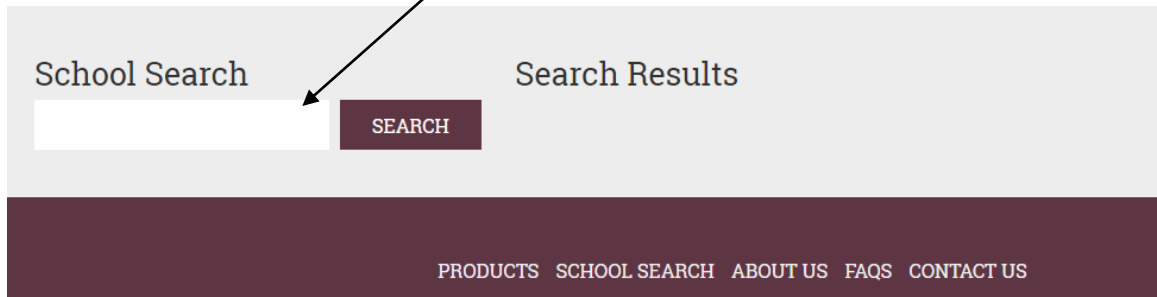
**ADD YOUR SCHOOLS**

**My Addresses**

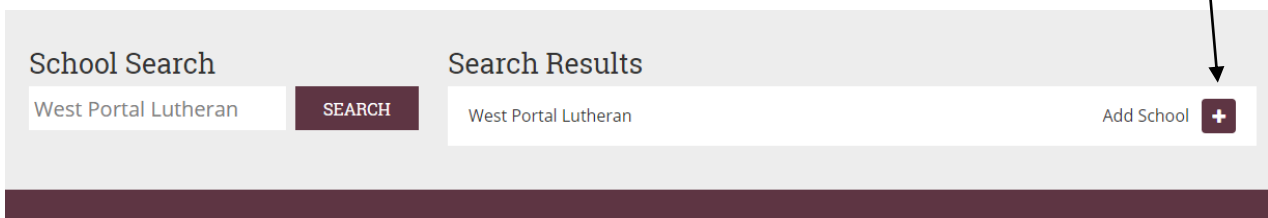
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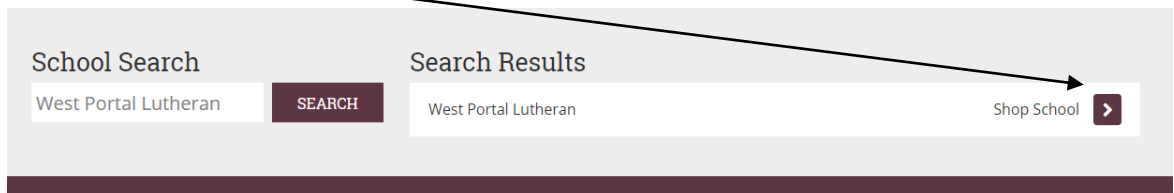
6. Enter in your school name in the “School Search” section and click on the “Search” button.



7. The school you entered will show in the Search Results box to the right. Select the “+” button to Add School.



8. Click the “>” button. This will take you to your school’s uniform page.



9. Products are divided into two sections: Girls or Boys.



Select the gender and grade you are shopping for by hovering over the arrow. A drop down menu will appear from which you can choose a grade.

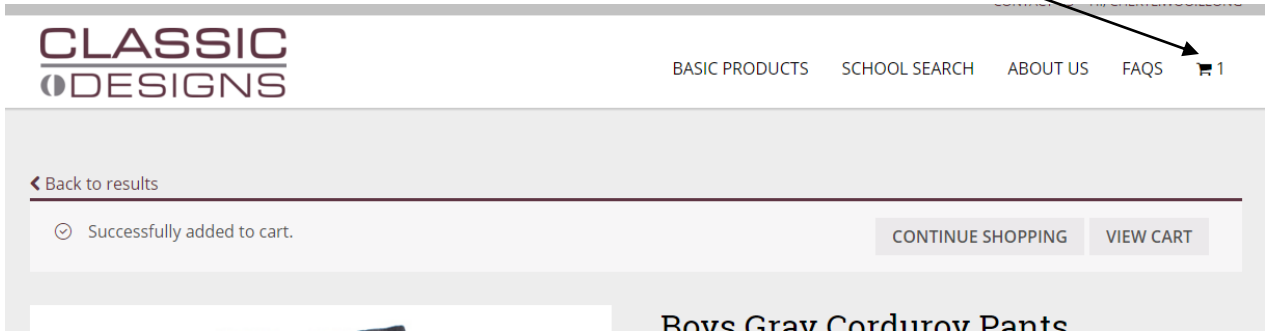


10. Select the product you wish to purchase. Use the drop down arrow to find your size and adjust your quantity. Then click the “Add To Cart” button to add this item to your cart.

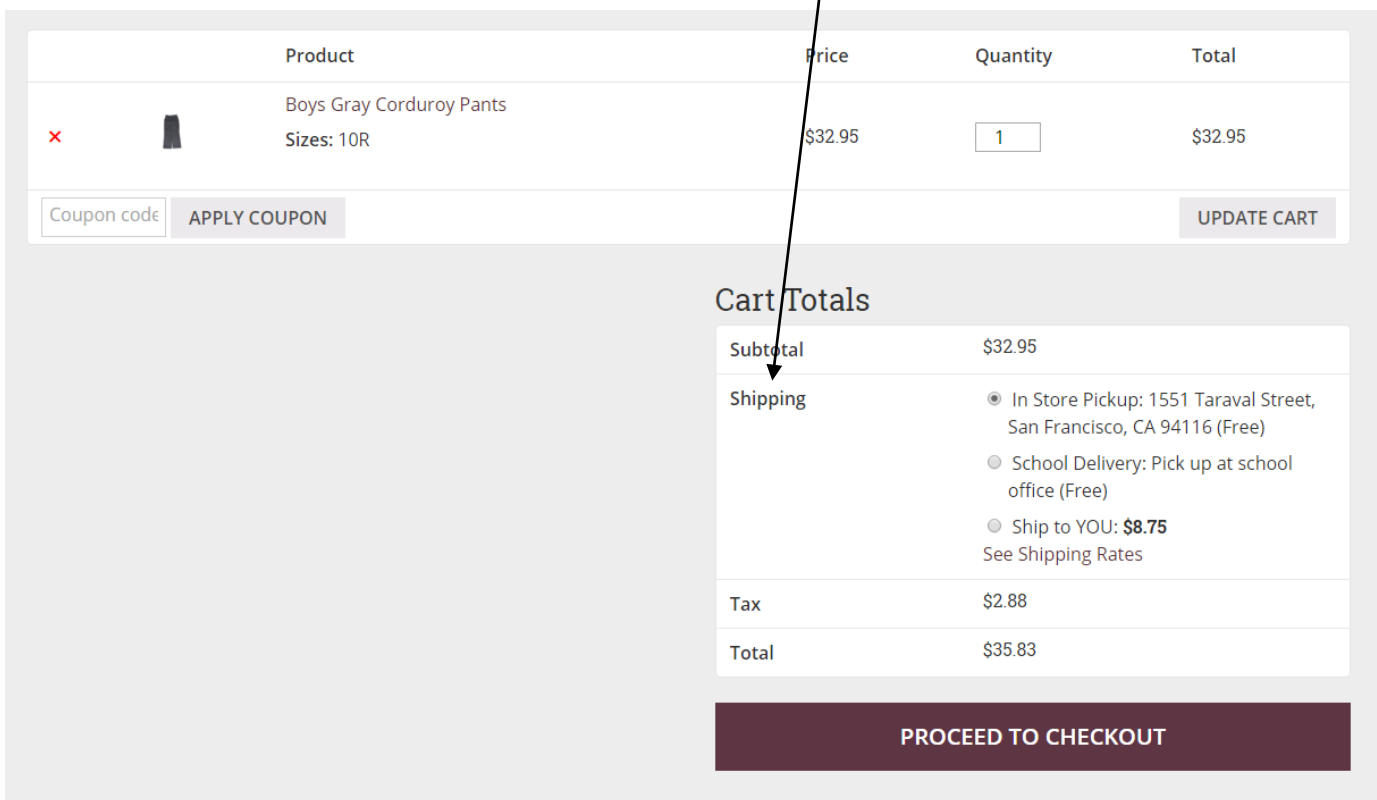


11. Use the “Continue Shopping” button to continue shopping.

12. When you are ready to check out, click on the shopping cart icon in the upper right hand corner.



13. Verify the items in your cart and select which Shipping Method suits your needs, then select "Proceed to Checkout" button.



14. Your billing address will automatically populate based on what you entered when you registered your account. Be sure to fill out the School you are shopping for.

Billing Details

First Name \* Cheryl  
Last Name \* Leong

Child Info \* Charles = 1

Email Address \* cheryl.woo.leong@gmail.com  
Phone \* 4156614700

Country \* United States (US)

Address \*

Ship to a different address?

School \* School Name

15. Review your method of Shipping. Then enter in your credit card information and click on “Place Order”. (Note: For security purposes, your credit card information is not saved on our website.)

Shipping

- In Store Pickup: 1551 Taraval Street, San Francisco, CA 94116 (Free)
- School Delivery: Pick up at school office (Free)
- Ship to YOU: \$8.75

[See Shipping Rates](#)

Tax	\$2.88
Total	\$35.83

Credit card

Pay with your credit card. TEST/SANDBOX MODE ENABLED. In test mode, you can use the card number 4111111111111111 with any CVC and a valid expiration date.

Card Number \* .....

Expiry (MM/YY) \* MM / YY

Card Code \* CVC

**PLACE ORDER**

16. Your order is now complete! Refer to your email for a confirmation of your uniform order.

## Order Received

Thank you. Your order has been received.

ORDER NUMBER:	DATE:	TOTAL:	PAYMENT METHOD:
9007	March 30, 2016	\$35.83	Credit card

### Order Details

Product	Total
Boys Gray Corduroy Pants × 1 Sizes: 10R	\$32.95
<b>Subtotal:</b>	\$32.95
<b>Shipping:</b>	School Delivery: Pick up at school office
<b>Tax:</b>	\$2.88
<b>Payment Method:</b>	Credit card
<b>Total:</b>	\$35.83

17. For returning customers, log-in to our website. Click on “School Search” to view the schools you have previously shopped.

CONTACT US HI, CHERYL.WOO.LEONG

**CLASSIC**  
DESIGNS

BASIC PRODUCTS SCHOOL SEARCH ABOUT US FAQs

### School Search

**SEARCH**

### Search Results

My Schools

West Portal Lutheran **>**