



**we are digital**  
delivering digital inclusion training

# PC Internet

## Gold Level

### Shopping- Buying Online



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Call us on 03333 444019



# Learning Guide

You can now move on to purchasing an item. After it has been added to your Shopping Basket you will actually see the product in your 'basket'.

You now have two options:

4. If you are looking for more items you can go back to browsing the shop.
5. However if you are ready to CHECKOUT then **CLICK** on the yellow button '**Proceed to Checkout**' as shown.
6. You will then be taken to the login screen shown below. Every shop needs to have some way of recognising its customers so you will need to create an account so that in future when you return to make more purchases your details will be saved.

Enter your e-mail address:

- 
- I am a new customer.  
(You'll create a password later)
- I am a returning customer, and my password is

[Forgotten your password? Click here](#)

[Has your e-mail address changed since your last order?](#)

7. Start by **CLICKING** and entering your email address in the 'Enter your e-mail address' box. Then **CLICK** 'Sign in using our secure server'.

8. This now takes us to the registration screen, where you need to fill in **all** the boxes shown to create an account. Fill in each one, and then choose a password. You will need to re-enter the password for security-reasons. Once you have filled in these boxes **CLICK** the 'Create account' button.

# Learning Guide



9. You now need to provide a delivery address (shown below). This can either be your home address or alternatively a work address or even a relative/friend's address. You will also be asked if this is your invoice address, which is where your debit/credit card is registered to. Fill in the address boxes as required and **CLICK** 'Continue'.

## Enter a new delivery address.

When finished, click the "Continue" button.

### Required fields

**Full Name:**

**Address Line 1:**   
(or company name) House name/number and street, P.O. box, company name, etc.

**Address Line 2:**   
(optional) Apartment, suite, unit, building, floor, etc.

**Town/City:**

**County:**

**Postcode:**

**Country:**

**Phone Number:**

Is this address also your invoice address?  Yes  
 No (If not we'll ask you for it in a moment.)

*Tip: This process may seem long winded. But remember that you only need to complete it once for each online shop that you set up an account for. The next time you shop you can ignore steps 8-12! Simply **CLICK 'I am a returning customer'** and enter your **PASSWORD**, not forgetting of course your email address*

You are then taken to the "delivery options" screen. Here on Amazon you have four delivery options, which vary by cost based on speed of delivery. Most items on Amazon (big or small) qualify for the "Free Super Saver Delivery option", which is a free shipping option but takes longer (3-5 business days).

You also have the options of First Class, Express delivery and Amazon Prime, which is a subscription service which allows you to always use the fastest delivery method.

10. Select the type of delivery you would like for your item and **CLICK** 'Continue'.

## Choose your delivery options

Delivery Details: [\(Learn more\)](#)

### Choose a delivery option:

- FREE Super Saver Delivery (3 - 5 business days)
- First Class (up to 2 business days)
- FREE One-Day Delivery with a free trial of **Amazon Prime™** (1 business day)
- Express Delivery (Next business day before 1pm, after dispatch.)

Item: Need to [Change quantities or delete](#)?

Dispatching to: M Booth, 7 Avenue Road, Winslow, BUCKINGHAM

- Toshiba Regza 32AV615DB 32-inch Widescreen HD Re**  
£309.00 - Quantity: 1 - In Stock  
Condition: New  
Sold by: Amazon EU S.a.r.L.

Does your order contain gift items?

Ordering a gift? Check this box to see gift options before che

*Tip: If you wish to send something as a present via Amazon, they also offer a gift service. **CLICK** on the gift box to insert a 'tick' and you will be provided with options for gift wrapping and cards etc.*

# Learning Guide



The next stage of the buying process, after you have selected your item, delivery address and shipping options is to pay for the items.

11. You will now see the payment stage shown below. Here you need to enter your Debit/Credit Card details so that payment can be taken.

**Tip:** Payment will NOT be taken yet from your card until you press on the PLACE YOUR ORDER button later. All big Internet stores operate a 100% secure banking system, so can shop safely in the knowledge that your details are protected.

## Please select a payment method

Payment Method

Get the **Amazon.co.uk MasterCard**, Typical rate **16.9% APR** (variable), and your purchase today could effectively cost you **£294.00** instead of **£309.00**! You'll **automatically get £15 back** and **get 0%** on all Amazon.co.uk purchases for the first 9 months.

Pay with new card

Credit Card No. Cardholder's Name Expiry Date

Amazon.co.uk MasterCard

Amazon.co.uk MasterCard

Visa/Delta/Electron

MasterCard/EuroCard

American Express

Solo/Maestro

Do you have a promotional claim code?

If you have more than one gift certificate, click the "Enter another" button. If not, click the Continue button below.

Enter code:  [Enter another](#) [Learn more](#)

If your gift certificate or promotional claim code doesn't cover the cost of your order, we will use the card you enter above for the balance. [Find out more about gift certificates](#)

Continue

(you can review this order before it's final)

12. **CLICK** on the type of card which you would like to pay with by **CLICKING** on the drop down box. Enter the Card Number and other details in the boxes. Once you have done this **CLICK** on either **'Continue'** at the top or bottom of the screen (shown above).

13. You are now taken to the final confirmation screen, which allows you to check your order. You can also edit them if needs be (which can be done by **CLICKING 'Change'** located next to each field). If everything is correct then **CLICK** on either **'Place Your Order'** buttons which will complete your purchase. **You have now placed your order and will receive a confirmation.**

Click the "Place your order" button to complete your order.

Delivery Details:

Dispatching to: [Change](#)

Delivery Options: [Learn more](#)

**FREE One-Day Delivery** **FREE One-Day Delivery on This Order:** get fast, free delivery on this order by selecting "FREE One-Day Delivery with a free trial of Amazon Prime" below. [Learn More](#)

Choose a delivery speed:

FREE Super Saver Delivery (3 - 5 business days)

First Class (up to 2 business days)

FREE One-Day Delivery with a free trial of **Amazon Prime**™ (1 business day) [Learn more](#)

Express Delivery : **get it guaranteed by 1pm on Wednesday, February 10**

Need to [Change quantities or delete](#)?

Estimated dispatch date for this item: **10 Feb 2010**

Toshiba Regza 32AV615DB 32-inch Widescreen HD Ready LCD TV with Freeview  
£309.00 - Quantity: 1 - In Stock - **Eligible for Amazon Prime delivery rates: [join now](#)**  
Condition: New  
Sold by: Amazon EU S.a.r.L.  
[Gift options](#) None [Change](#)

Order Summary

Items: £309.00  
Postage & Packing: £0.00  
Order Total: £309.00  
Order Totals includes VAT. [See details.](#)  
Free delivery will apply to this order

Have a gift certificate or promotional claim code? ([Learn more](#))  
Enter them here (one at a time):  [Apply](#)

Payment Method: [Change](#)

Billing Address: [Change](#)

Place your order

Place your order

Click the "Place your order" button to complete your order.

**Tip:** after your purchase you may be taken to a final screen where your bank may ask you to set-up/enter a special online password for using that credit / debit card on the Internet.