

TEXTBOOKS & UNIFORMS ONLINE ORDERING GUIDE

1) Please go to our website asenciobookshop.sg

➤ For new time user: Click on Login to do a one-time registration.*

* You **MUST** provide your child's details in your account in order to view and purchase the required items.

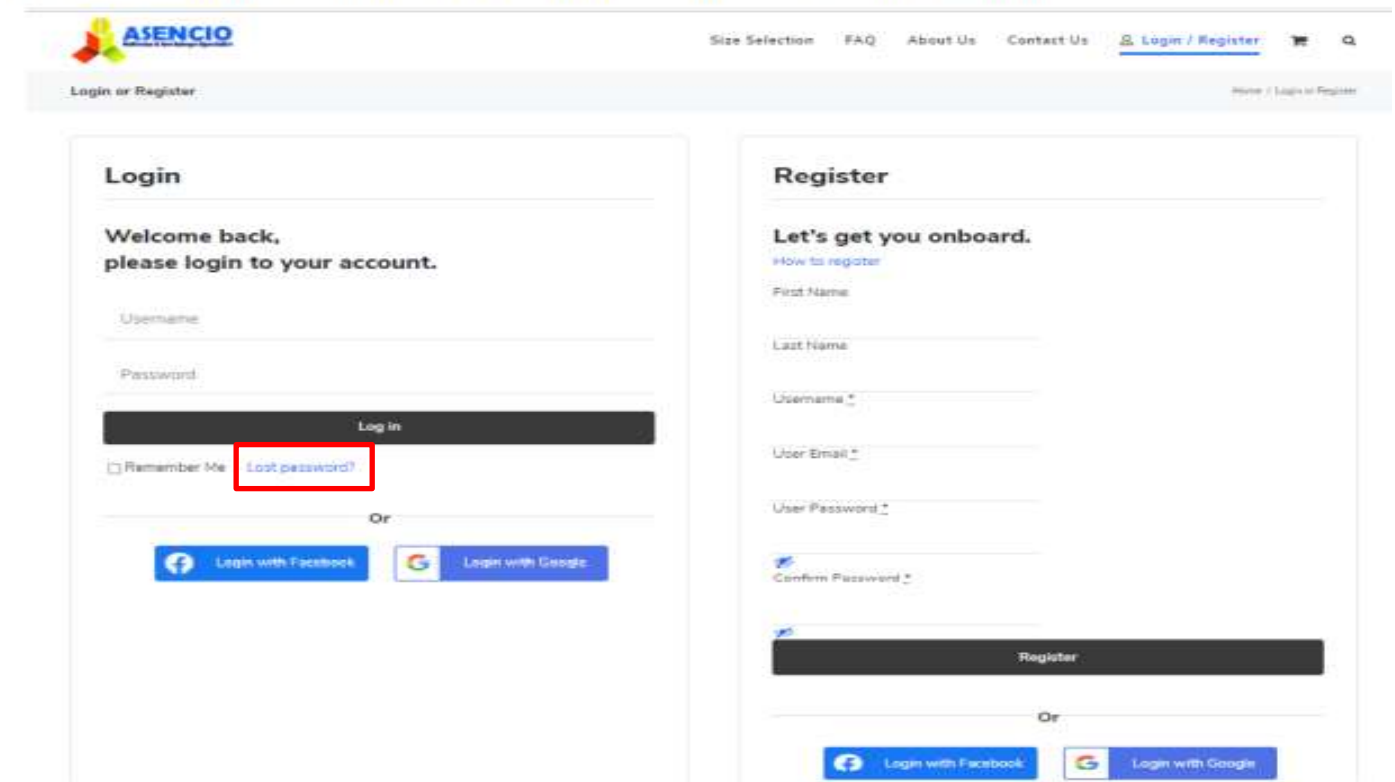
➤ For existing users: Please login with your ID and password.

➤ For existing users: Forget password, click on **the lost password** to rest the password

Below are the steps to register an online account:

How to Register

Step 1 - Create an account through Register or Connect with Facebook/Google



The screenshot shows the ASECIO website's login and registration interface. The top navigation bar includes links for Size Selection, FAQ, About Us, Contact Us, and a Login/Register link. Below the navigation bar, there are two main sections: Login and Register.

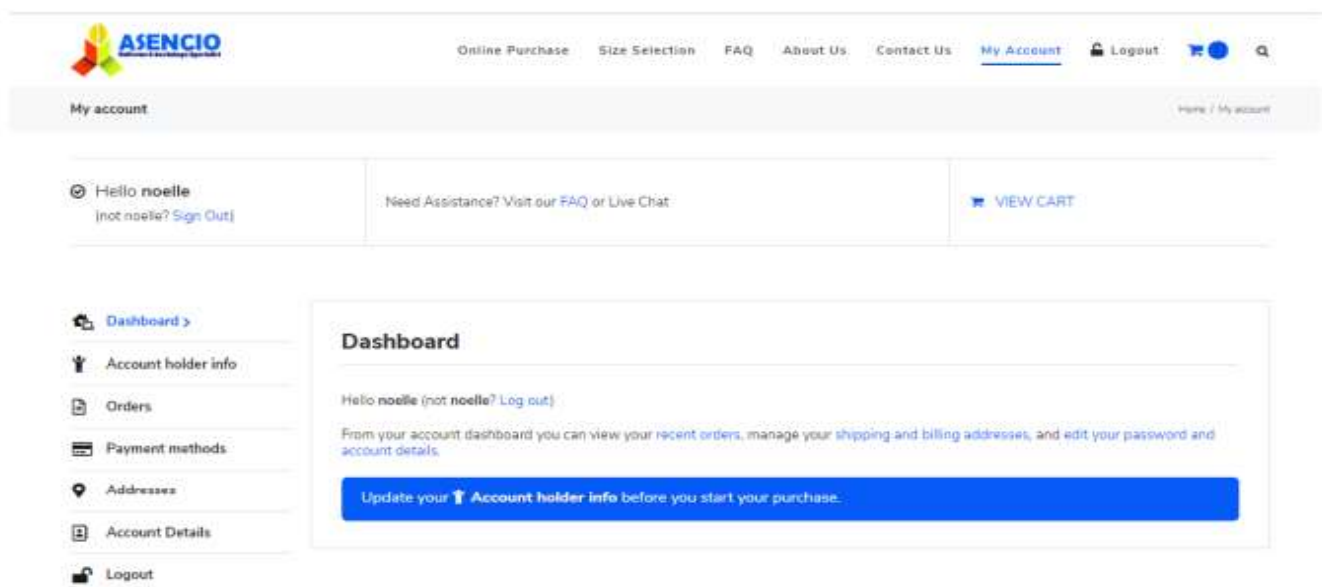
Login Section:

- Header: "Login"
- Text: "Welcome back, please login to your account."
- Form fields: Username, Password.
- Buttons: "Log in", "Remember Me", "Lost password?" (highlighted with a red box).
- Social login options: "Login with Facebook", "Login with Google".

Register Section:

- Header: "Register"
- Text: "Let's get you onboard."
- Text: "How to register"
- Form fields: First Name, Last Name, Username, User Email, User Password, Confirm Password.
- Buttons: "Register", "Login with Facebook", "Login with Google".

Step 2 – After login to your Dashboard, click on Account Holder Info



The screenshot shows the ASECIO website's user dashboard after login. The top navigation bar includes links for Online Purchase, Size Selection, FAQ, About Us, Contact Us, My Account, and Logout. Below the navigation bar, there is a "My account" section.

My account section:

- Text: "Hello noelle (not noelle? Sign Out)"
- Text: "Need Assistance? Visit our FAQ or Live Chat"
- Text: "VIEW CART"

Dashboard section:

- Header: "Dashboard"
- Text: "Hello noelle (not noelle? Log out)"
- Text: "From your account dashboard you can view your recent orders, manage your shipping and billing addresses, and edit your password and account details."
- Text: "Update your Account holder info before you start your purchase."

Left sidebar menu:

- Dashboard >
- Account holder info
- Orders
- Payment methods
- Addresses
- Account Details
- Logout

Step 3 – Enter child’s info., then Click Submit and you will be able to browse the products related to your school

My account

Home / My account

 Hello dior
(not dior? [Sign Out](#))

Need Assistance? Visit our [FAQ](#) or Live Chat

 [VIEW CART](#)

 Dashboard

[Account holder info](#)

[Orders](#)

[Payment methods](#)

[Addresses](#)

[Account Details](#)

[Logout](#)

Child information

First Name * dior	Last Name * peh
Mobile number * 0	How many child? * 1
Name Of Student * na	Child BC Last 4 Alphanumeric *
Your child's school * Meridian Secondary School	Class/Center * na

Submit

Step 4 – Online Purchase – Please select the item of your choice.

[illegible]

Step 5 – When you are done, you can click on the shopping cart icon



to view your cart or to check out directly.

You Have 1 Item In Your Cart

Product	Price	Quantity	Subtotal	
 Meridian Secondary 1 Booklist - 2025	\$26.70	- 1 +	\$26.70	×
 Meridian Secondary 1 Booklist - 2025 → The Boy in the Striped Pyjamas	\$17.48	1	\$17.48	
 Meridian Secondary 1 Booklist - 2025 → Maths 20/20 G1 Textbook 1A	\$9.25	1	\$9.25	

Have A Promotional Code?

Coupon code

Apply coupon

Cart totals

Subtotal	\$26.70
Total	\$38.89 (includes \$1.59 GST 5%)

Update cart

Step 6a – Please check that you have provided the full and correct shipping information (especially contact number and shipping address) to ensure that your order can reach you safely and on time.



Online PurchaseSize SelectionFAQAbout UsContact UsMy AccountLogout4

1. Home / 2. Checkout

☺ Hello Carol
(not Carol? [Sign Out](#))

Need Assistance? Visit our [FAQ](#) or Live Chat.

 [VIEW CART](#)

Have A Promotional Code?

Coupon code

Apply coupon

Billing & Shipping Details

First name *
Carol

Last name *
Lau

Phone *

Email address *
carollau1965cl@gmail.com

Street address *
Block number & street name

Unit number

Building name (optional)

Postcode / ZIP *

Country / Region * Singapore

☐ Ship to a different address?

Step 6b - Please check that you have chosen the preferred self-collection date and time to ensure that your order is ready for your collection at the stipulated date.

Choose Home Delivery or Self-Collection *

Self-Collection at School Bookshop

Self-Collection Date *

28.11.2024

Self-Collection Time *

09:00 - 10:00

X

Self-Collection at School Bookshop *

Meridian Secondary School Bookshop

Your order	
Product	Subtotal
 Meridian Secondary 1 Booklist - 2025 * 1	\$26.70
Meridian Secondary 1 Booklist - 2025 => The Boy in the Striped Pyjamas * 1	\$17.45
Meridian Secondary 1 Booklist - 2025 => Maths 20/20 G1 Textbook 1A * 1	\$8.25
Subtotal	\$26.70
Shipping	SELF-COLLECTION at School Bookshop
Total	\$26.70 Includes \$2.20 GST (9%)
PayNow QR & Credit Card	

Step 7 – Please review your order before making payment. Once you are ready, you would need to key in your credit card details, and then click “Place order” to proceed for payment.

There is a Shipping – Flat Rate \$11.99 for home delivery

Your order

Product	Subtotal
 Meridian Secondary 1 Booklist - 2025 * 1	\$26.70
Meridian Secondary 1 Booklist - 2025 => The Boy in the Striped Pyjamas * 1	\$17.45
Meridian Secondary 1 Booklist - 2025 => Maths 20/20 G1 Textbook 1A * 1	\$8.25
Subtotal	\$26.70
Shipping	Shipping Fees: \$11.99
Total	\$38.69 Includes \$3.19 GST (8%)

PayNow QR & Credit Card



You will be redirected to HiPay Payment Gateway for payment

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our [privacy policy](#).

ALL EXCHANGE MUST BE DONE AT THE SCHOOL BOOKSHOP WITHIN 7 CALENDAR DAYS from receiving your order. Items must be in original condition and packaging.

Please check through your order before making payment. There is strictly NO REFUND after successful payment.

For Self-Collection, please be punctual for your selected self-collection date and time as the appointment is confirmed. There is strictly NO CHANGE OF SELF-COLLECTION DATE after successful payment.

For Home Delivery, delivery schedule will be arranged by our delivery partner, Aramex.

☐ I have read and agree to the website [terms and conditions](#) *

Step 8 - You will be directed to the payment gateway. You can choose either card payment or PayNow



Step 9 - Once your payment is successful, you will receive an automated email from our system with your order details. Do check your inbox, junk mail and spam folder for the email. Alternatively, you can check your orders status under my account.



Online PurchaseSize SelectionFAQAbout UsContact UsMy account

My accountHome / My account

Hello **dior**
(not dior? [Sign Out](#))

Need Assistance? Visit our [FAQ](#) or Live Chat

 [VIEW CART](#)

DashboardAccount holder infoOrdersPayment methodsAddressesAccount DetailsLogout

Orders

Order	Date	Status	Delivery Details	Total	Actions
#60019	30/10/2024	Cancelled	Self-Collection Date: 28.11.2024 Self-Collection Time: 09:00 - 10:00 Self-Collection at School Bookshop: Meridian Secondary School Bookshop	\$26.70 for 1 item	View