



M.J. SCANNELL SAFETY

Personal Protection Equipment

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WEBSHOP OVERVIEW

Users must go to www.mjscannell.ie. On this web site you can view all our products but you cannot purchase on line or see your prices unless you LOGIN which you can do by using the button on the top right of the screen.

You will be prompted to enter a user name and password. Your user name is your email address. we can will issue you with a password or we can issue one that you choose yourselves.

When you LOGIN you will only see approved products at agreed prices, if you wish to add products to the list this can be done easily and quickly.

The Webshop is very simple to use and follows the concept of most Webshops where you shop and add to a cart as you go.

The extra features of our Webshop are as follows:

1. Each user can set 'Favourite' Products. This is useful if you always order the same products all the time.
2. Each user can add multiple delivery addresses to their account and we suggest you use this where you want to change a contact name for each delivery even if it's to the same site.
3. Each user can save a cart. This is useful if you repeat the same order every week or month, it's also useful if you start to shop and want to build up an order over a period.

Please note the Webshop will not accept an order unless you input an order number at time of order placing.

The steps to shopping are as follows:

1. Login
2. Before you place your first order make sure you set up your saved delivery addresses. This only needs to be done for your first order.
3. Choose the products you want from the Product Categories (i.e. Hearing Protection) on the left of the screen or from your Favourites list. Where a product has a size (i.e. boots) you must select a size.
4. After you add a product to the Cart you can either 'Continue Shopping', 'Save for Later' or 'Checkout'
5. If you are finished to place the order choose 'Checkout'
6. Select the required delivery address from the 'Address Book' drop down menu. If the address you require is not there choose 'BACK' then followed by 'Dashboard' on the top left of the screen. You then choose 'Delivery Addresses' and add a required delivery address. Then choose CART on the top right which brings you back to your cart and to point 5 above.
7. To proceed with your checkout choose NEXT. You will not be allowed to proceed unless you enter an order number at this stage in the box provided.
8. You will then see your order details on the screen in front of you and if you are happy then 'PLACE ORDER'
9. You then have the opportunity to then print a copy of the order if you wish but please note a copy will also be emailed to you automatically.