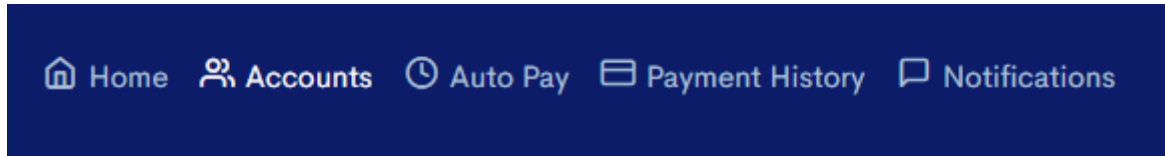


How To Purchase Items

- Select Accounts from the header bar



- Select an account name and then go to school shop and click on shop

FUND NAME	TYPE	COST	BALANCE	LAST UPDATED	OPTIONS
School Meals	School Meals	N/A	£0.00		Pay History Auto Pay
School Shop	Shop	N/A	£0.00		Shop History

- From the dropdown list select the product category click on the 'Select Category' button

Please choose a product category

--Select-- ▼ [Select Category](#)

- Select--
- Digital Devices
- Catering
- Uniform
- Primary School books

- Click on details on the product you want to purchase
- Enter quantity and save item to basket
- Now, go to your shopping basket in the header bar and proceed to checkout

