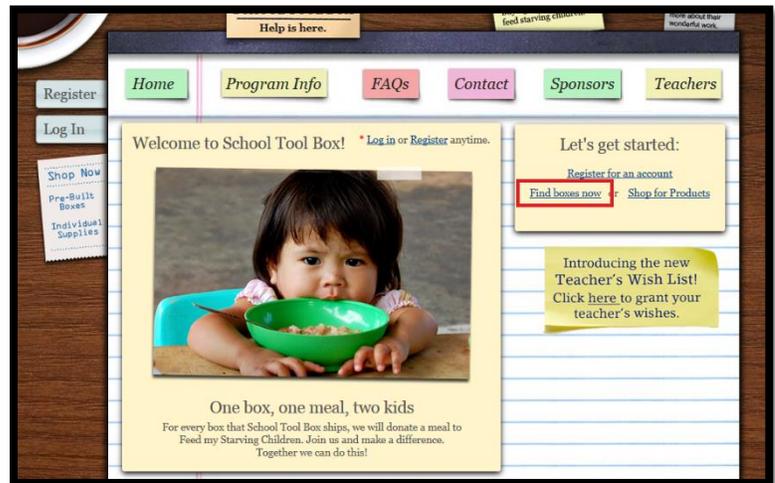


Shopping with School Tool Box is simple!

Getting Started:

You can register for a new account with School Tool Box or log in to an existing account. If you'd prefer to shop as a guest, start at "Find boxes now."



Registration:

Registration is simple and fast. Having an account allows you to track your order and offers easy ordering for next year.

A screenshot of the "Create your account" registration form. The form is white with a dark blue border. It contains several input fields: "Email (this will be your login id)*", "Verify Email *", "Password *", "Retype Password *", "First Name *", "Last Name *", and "Verify Code *". Below the "Verify Code" field, there's a blue logo for "nvkooa" and the text "Letters are not case-sensitive." and "Get a new code". At the bottom, there are three checkboxes: "I am a parent.", "I am a teacher.", and "I am a school sponsor." A "Create" button is located at the bottom right of the form.

New Registered Customers:

You'll want to add a record for any student you're purchasing for. Click "+Add a child" and enter their information. Create a record for each student before you begin shopping.



Returning Customers:

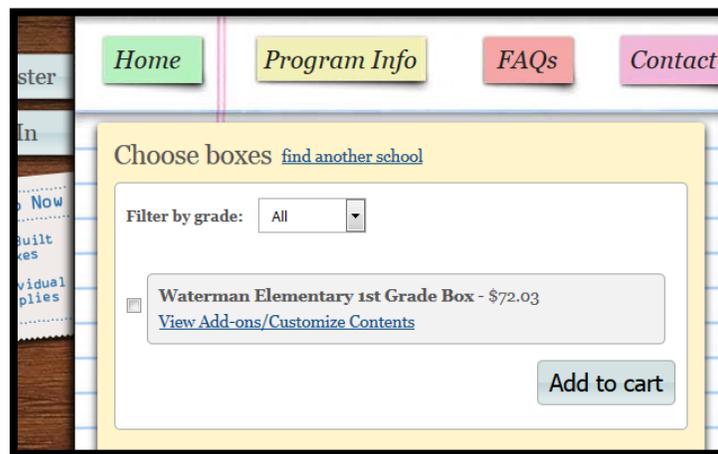
Returning customers will have records built for their students from previous orders. Make sure to update the grade to their grade for the coming fall by clicking the link to edit.



Shopping as a Guest:

Start by searching for your school using the name of the school and its city and state.

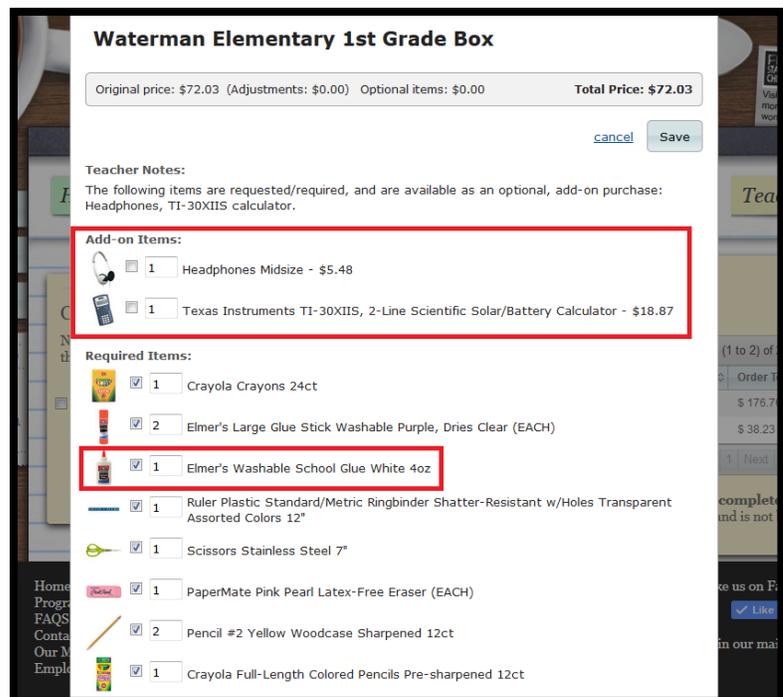
Once you've selected the correct school you will see a list of all available boxes.



Customizing Your Box:

By clicking on "Customize Contents" as a guest or registered user, you can add or remove items in the list. Checking and unchecking the box will add/remove the item from the list. You can also change the quantity of checked items up or down.

Some schools also offer add-on items for purchase. Be sure to place a check mark next to this item if you'd like to add it to your order.



Registered Customers:

Boxes that have been customized will appear with a blue bubble next to them.

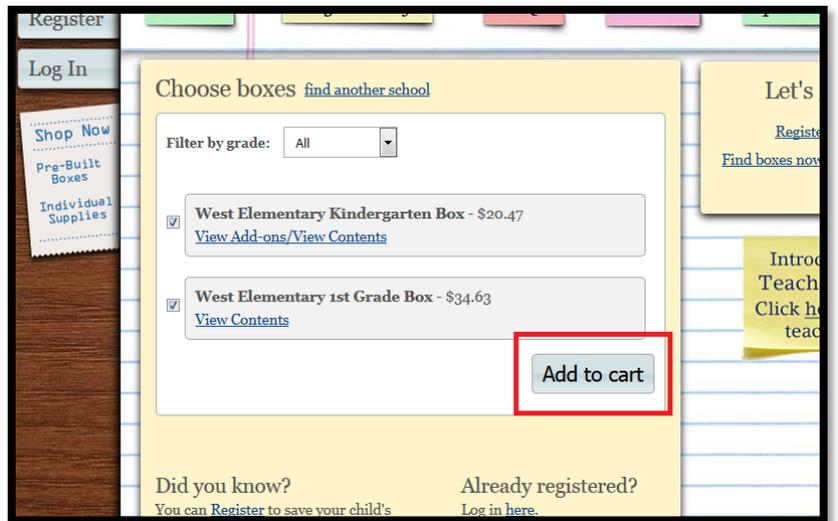
Once you've completed customizing (or just selected the full box you'd like to order by checking the box) click "Buy Boxes."



Guest Customers:

Boxes that have been customized will appear with a blue bubble next to them.

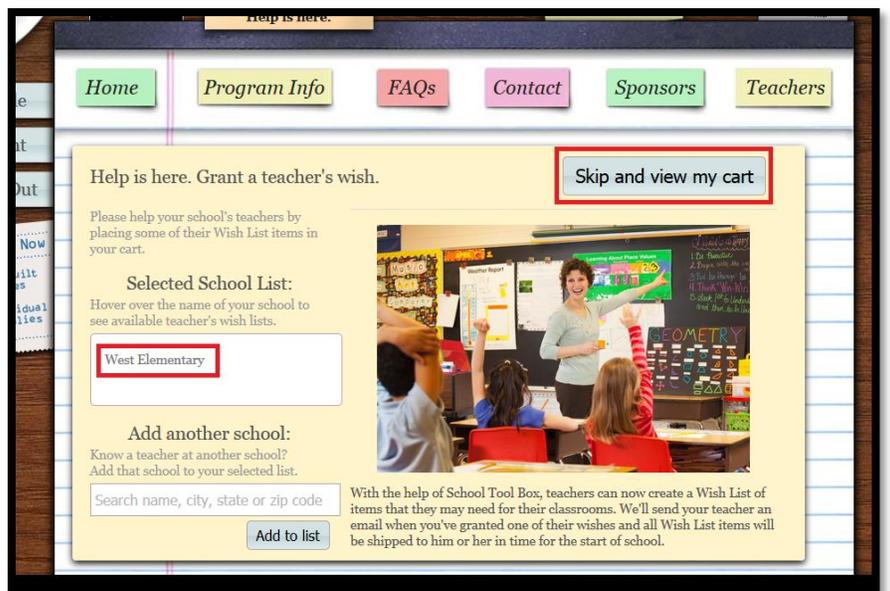
Once you've completed customizing (or just selected the full box you'd like to order by checking the box), add the boxes to your cart.



Teacher's Wish List:

Teachers have the ability to create Teacher Wish Lists – which is like a registry for classroom items. Hover over the name of your school(s) to view available Wish Lists. Click on any list you would like to purchase items from.

If no list is available, or you choose not to order, you can skip this step and move to your cart.



Teacher's Wish List:

If your teacher has built Wish Lists and you would like to purchase items, enter a quantity and add to your cart.

You will be able to see how many items the teacher wished for and how many they have already received.

Here are Mrs. Smith Wish List items. ✖

	Sealable Freezer Storage Bags Gallon Wished for 4 granted 0 so far.	Price: 1.91/EA Qty. <input type="text"/> add to cart
	Kleenex Tissues Large Box Wished for 10 granted 0 so far.	Price: 3.35/EA Qty. <input type="text"/> add to cart
	Sealable Storage Bags Sandwich Wished for 4 granted 0 so far.	Price: 1.91/EA Qty. <input type="text"/> add to cart
	2 And 4 Column Double-Sided Pocket Wished for 1 granted 0 so far.	Price: 37.05/EA Qty. <input type="text"/> add to cart
	Alphabet Interactive Pocket Chart Wished for 1 granted 0 so far.	Price: 37.05/EA Qty. <input type="text"/> add to cart

Shopping Cart:

Once you've added any boxes, items or Teacher's Wish List items to your cart you can also add backpacks. Scroll through the backpacks and enter a quantity in your selection. You'll be asked who this backpack is for so we know where to send it.

Home Program Info FAQs Contact Sponsors Teachers

Home > Shopping Cart

Image	Qty	Description	Price	Ext	Actions
	1	Johnny's Ship-to-Home Box -> Waterman Elementary 1st Grade Box	\$ 72.03	\$ 72.03	Remove

Subtotal (1 items): \$ 72.03

[Continue Shopping](#) [Proceed to Checkout](#)

Don't forget a backpack!

			
CURVE - High Sierra Backpack Del...	FAT BOY - High Sierra Backpack M...	FAT BOY - High Sierra Backpack M...	CURVE - High Sierra Backpack Sum...

Shipping:

Enter your shipping address. If you would like us to hold your order until a later date, select the week you'd like it to be shipped. Otherwise, we'll ship it when it's ready.

Secure checkout Shipping Address Payment Method Review and Place Order

Customer & Shipping

Click [here](#) to login if you are already registered

Checkout without creating an account

First Name * Last Name *

Email *

Shipping address

Address Line 1 *

Address Line 2

City *

State * Zip *

Hold Order

Some customers may find it helpful for us to hold their delivery until a future date. To place a hold date on your order, press **Hold Order** and select the week you would like your order to be shipped.

[Hold Order](#)

Ship when Ready

Notice: Ship-to-Home orders will start shipping on **May 15th**

Press **Continue** to have your order ship at that time.

[Go Back](#) [Continue](#)

Payment:

School Tool Box accepts most credit and debit cards as well as checking and banking accounts.

The order summary will show each type of product you ordered along with any applicable tax and shipping charges.

The screenshot shows a payment page with two tabs: "Credit Card" and "eCheck". Under "Credit Card", there is a dropdown menu set to "Visa" and icons for VISA, MasterCard, American Express, and Discover. Below this are fields for "Credit Card Number", "Expires" (01/2017), and "CCV". A checkbox labeled "same as shipping address" is checked. There are two "Billing Address Line" fields, with the first containing "123 Main St.". Below are fields for "City" (Aurora), "State" (Illinois), and "ZIP Code" (60506). At the bottom are "Back" and "Continue" buttons.

Ship-to-School Items*	Qty	Total
Jonah's Box -> West Elementary Kindergarten Box	1	\$ 20.47
Jackson's Box -> West Elementary 1st Grade Box	1	\$ 34.63
Subtotal (2 items): \$ 55.10		
Order Totals		
Subtotal (2 items): \$ 55.10		
Total Tax: \$ 4.41		
Total Shipping \$ 0.00		
Order Total: \$ 59.51		

**Ship-to-School boxes are subject to sales tax.

Ships to the School

* Your entire order will ship directly to the school.

Review Your Order:

Now review your order to make sure everything looks correct. Once you've confirmed your information, you must click Place Order for your order to be complete.

The screenshot shows the "Review Your Order" page. At the top, there are navigation tabs: "Secure checkout", "Shipping Address", "Payment Method", and "Review and Place Order". The "Review Your Order" section includes a "Place Order" button. Below are sections for "Shipping:" and "Payment Method:". The shipping section shows "Mister Example" at "123 Main St. Anywhere, IL 60111" with "UPS Ground / Ship as soon as available". The payment method section shows a "VISA" card ending in 8888, expiring 01/35. A "Bill To:" section shows the same address as shipping. At the bottom, there are partial views of an "Order:" table and a "Totals" section.

Confirmation:

Your order is not complete until you've been brought to this page. You will also receive a confirmation email once your order is complete.

The screenshot shows an order confirmation page with the following text: "Order 1700169 has been submitted. Thank you for shopping with us! You will receive an email confirmation shortly at: example@schooltoolbox.com". Below this is a "Shipping" section with the address "123 Main St. Anywhere, IL 61111" and "UPS Ground / Ships as soon as available". At the bottom, there are two sections: "Payment Method" showing a "VISA" card ending in 8888, and "Order Summary" showing a "Subtotal \$ 52.19".