

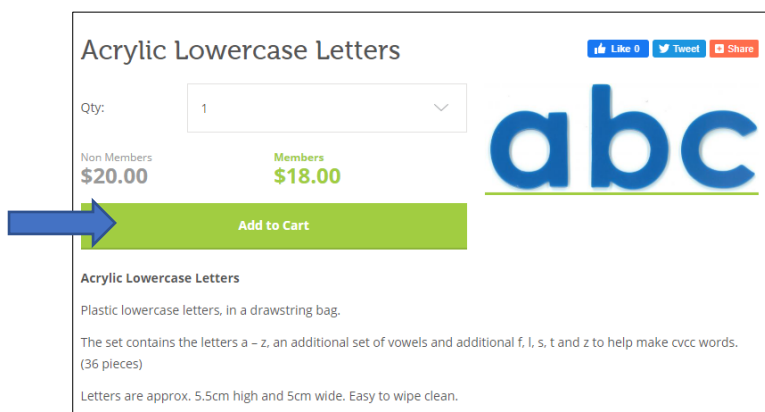
Patron: Jackie French AM, Australian Children's Laureate 2014-2015, Senior Australian of the year 2015

# FACT SHEET

## Placing an order with a credit card payment (not using PayPal)

This fact sheet will assist with placing a CREDIT CARD order for the purchase of resources from our online shop [www.speld.org.au/products](http://www.speld.org.au/products). Please follow the process below to checkout and pay for your order with a credit card (not using PayPal).

1. Select the item you wish to purchase and add it to the cart by clicking the button "Add to Cart" as shown below.



Acrylic Lowercase Letters

Qty: 1

Non Members \$20.00  
Members \$18.00

abc

Add to Cart

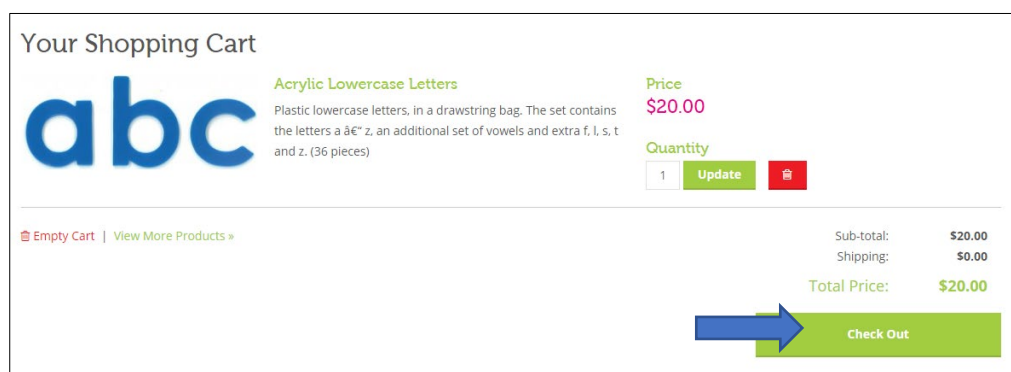
Acrylic Lowercase Letters

Plastic lowercase letters, in a drawstring bag.

The set contains the letters a – z, an additional set of vowels and additional f, l, s, t and z to help make cvcc words. (36 pieces)

Letters are approx. 5.5cm high and 5cm wide. Easy to wipe clean.

2. View your shopping cart and if you are satisfied, proceed to the checkout by clicking the button "Check Out" as shown below.



Your Shopping Cart

abc

Acrylic Lowercase Letters

Plastic lowercase letters, in a drawstring bag. The set contains the letters a – z, an additional set of vowels and extra f, l, s, t and z. (36 pieces)

Price \$20.00

Quantity 1 Update

Sub-total: \$20.00  
Shipping: \$0.00  
Total Price: \$20.00

Empty Cart | View More Products >

Check Out

3. Login with your Member username and password **or alternatively**, if you are not a current Member, please register by clicking the "Register Now" button as shown below.

Member Login

*Having trouble signing in? See our [Membership FAQ's](#) or [Member Dashboard Information Sheet](#) for help.*

Anyone wishing to purchase from the Online Shop or Register for Events, must be registered as a Member (Guest or Paid)

Only Paid Memberships (Family/Concession/School etc) are able to access the Specialist Teacher Application Form.

Are you a School? Use our [Membership Form](#) to join

Please register or login to continue

**Log In**

Username \* John@speld.org.au

Password \* password

[Forgotten your password?](#)

**Register**

Become a member to gain access to members only resources & content.

4. Review your order and contact details and if you are satisfied it is correct, you may proceed by clicking the "Pay using PayPal" button, followed by the Checkout now button shown here.

Review Your Order

Product	QTY	Cost	Total
abc Acrylic Lowercase Letters	1	\$18.00	\$18.00
			Shipping \$0.00
			<b>Total \$18.00</b>

**Contact Details**

Title \* Mr

First Name \* John

Last Name \* Smith

Company

Email Address \* john@speld.org.au

Phone Number \* 07 3391 7900

**Shipping Address**

Address \* 141 Merton

Address Line 2

Suburb \* Woolloongabba

State \* Qld

Postcode \* 4102


Country \* australia

**Payment Options**

Pay using Bank Transfer

Pay using PayPal

5. Proceed by selecting "Pay with a Card" button as shown here.



Pay with PayPal

Enter your email or mobile number to get started.

Email or mobile number

[Forgotten your email?](#)

or

[Cancel and return to Speld Qld Inc.](#)

6. Complete your Guest Checkout and select the button "No, I don't want an account now", and if you are over 18yrs, select the Privacy Policy statement as shown below. Proceed by clicking the "Pay Now" button.

Speld Qld  
Australia's most experienced  
learning difference

PayPal \$18.00 AUD

### PayPal Guest Checkout

We keep your financial information securely encrypted.

Country/region  
Australia

Card number

MM/YY CVV

**Billing address**

First name Last name

Address line 1

Address line 2 (optional)

Suburb

State/Territory

Postcode

Ship to my residential address

**Contact details**

Phone type  
Mobile

Phone number  
+61

Email

### Enjoy all the benefits of PayPal

#### The protection you deserve.

Creating a PayPal account is optional, but you'll get **Buyer Protection on all eligible purchases** and be able to check out more quickly every time you shop. [See terms](#)

Create a PayPal account? (It only takes a moment.)

Yes, I'd like to sign up for a PayPal account.

Create password

No, I don't want an account now.

You are at least 18 years old and you confirm that you have read, consent and agree to PayPal's [Privacy Statement](#).

**Pay Now**

Have a PayPal account? [Log in](#)

[Cancel and return to the merchant's site](#)

Please allow for PayPal to process your Credit Card payment. You may see a spinning wheel and the PayPal Logo, however, do not exit this page until you are directed back to the Speld Qld website.

7. Once PayPal has processed your Credit Card payment you will be directed back to the Speld Qld website as shown below with the following message.

The screenshot shows the Speld QLD website header with the logo, a 'Make a Donation' button, a search bar, and 'Logout' and 'My Profile' links. A green navigation bar contains links for Home, About Us, How Can We Help?, Learning Differences, Workshop & Events, Support SPELD, Membership, and Contact Us. The main content area displays 'Payment Complete' with the message: 'Your order was successfully processed and an invoice has been emailed to you. If you selected to pay via bank transfer please make payment immediately. Your order will be sent as soon as your payment has cleared.'

8. You will receive an email with the details of your order from both Speld Qld and PayPal as shown below.

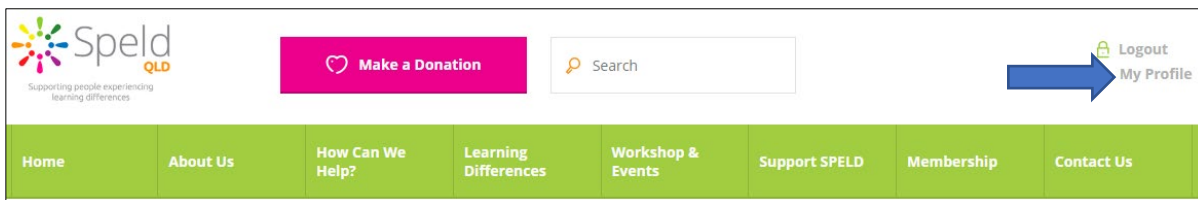
The screenshot shows an email from Speld QLD. It includes the Speld QLD logo, a greeting to John Smith, and order details: order number #925 for \$18.00. It states the credit card payment is accepted and the order is being processed. It provides shipping and account information, including the account name 'Speld Qld Inc', bank details, and a summary of the order. A table lists the items: 'Assylo Lowercase Letters' (1 unit, \$18.00), 'SHIPPING' (\$0.00), 'TOTAL' (\$18.00), and 'PAID' (\$18.00). Contact information for Speld QLD is provided at the bottom.

Item	QTY	Cost
Assylo Lowercase Letters	1	\$18.00
SHIPPING		\$0.00
TOTAL		\$18.00
PAID		\$18.00

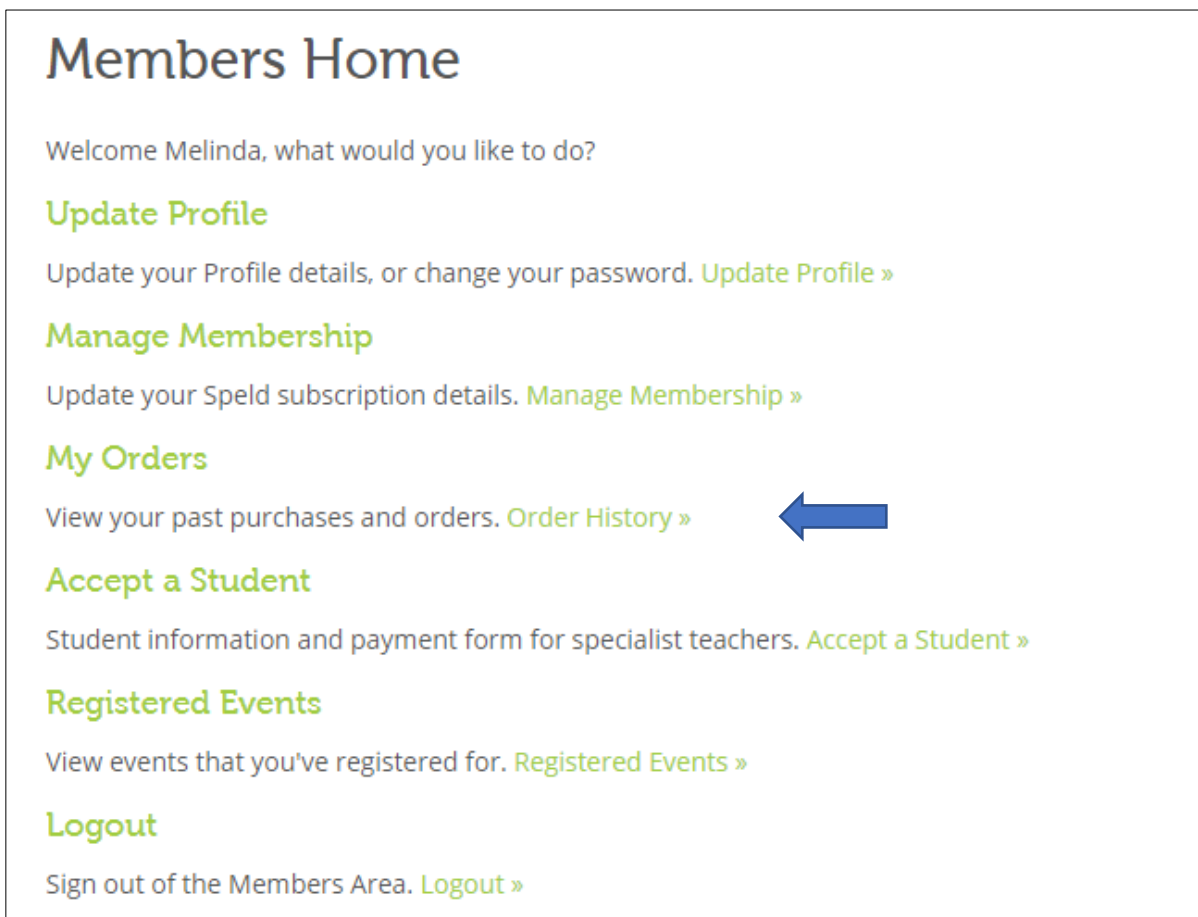
The screenshot shows a PayPal receipt for a payment of \$18.00 AUD to Speld Qld Inc. It includes the PayPal logo, the date and time of the transaction (11 Jun 2020 10:51:08 AEST), and the receipt number (4821-0437-7610-9422). It provides merchant information, shipping information, and a summary of the transaction. A table shows the transaction details: 'Purchase from Speld Qld Inc' with a unit price of \$18.00 AUD, a quantity of 1, and a total amount of \$18.00 AUD. It also shows a discount of -\$0.00 AUD and insurance of ----, resulting in a total of \$18.00 AUD.

Description	Unit price	Qty	Amount
Purchase from Speld Qld Inc	\$18.00 AUD	1	\$18.00 AUD

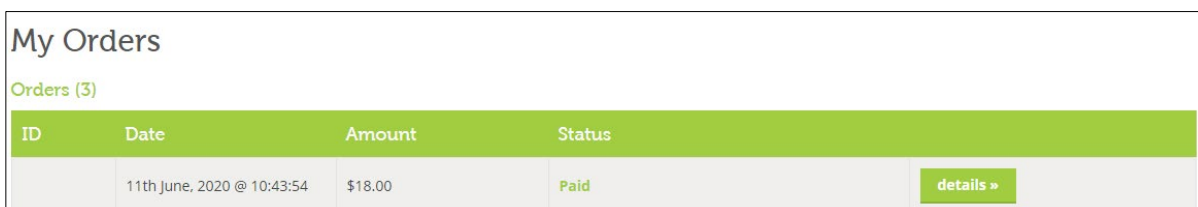
9. At any time you may login and view your orders by clicking on the “My Profile” button and navigating to “Order History”.



The header of the Speld QLD website. On the left is the Speld QLD logo with the tagline "Supporting people experiencing learning differences". In the center is a pink "Make a Donation" button and a search bar. On the right is a "Logout My Profile" link with a blue arrow pointing to it. Below the header is a green navigation menu with the following items: Home, About Us, How Can We Help?, Learning Differences, Workshop & Events, Support SPELD, Membership, and Contact Us.



The "Members Home" page content. It starts with a welcome message: "Welcome Melinda, what would you like to do?". Below this are several menu items, each with a link and a right-pointing chevron: "Update Profile", "Manage Membership", "My Orders", "Accept a Student", "Registered Events", and "Logout". A blue arrow points to the "Order History" link within the "My Orders" section.



The "My Orders" section of the website. It shows a table with 3 orders. The table has columns for ID, Date, Amount, and Status. A "details" button is next to the first order.

ID	Date	Amount	Status
	11th June, 2020 @ 10:43:54	\$18.00	Paid

If you continue to experience difficulties, please do not hesitate to contact the office on 07 3391 7900.

