



**Flutter
Bug
Photography**
Studio Based in Ormeau

How to Order Online

As busy parents it is at times hard to keep up in this fast-paced world, so I have prepared details on how to order your children's photos on your mobile device anywhere anytime.
(Ordering using your computer is very similar).

Advertising provided to centre

Your centre has provided you with info via a flyer and online marketing using your online centre's porthole.

Step 1: Log into proofing using password provided in marketing campaign as well as on flyer provided by your centre. (Proofing is activated 48 hrs after photo day).

Step 2: Click on **OPEN** to access your proofing.

Step 3: Mobile device screen view below.

ICONS



Menu



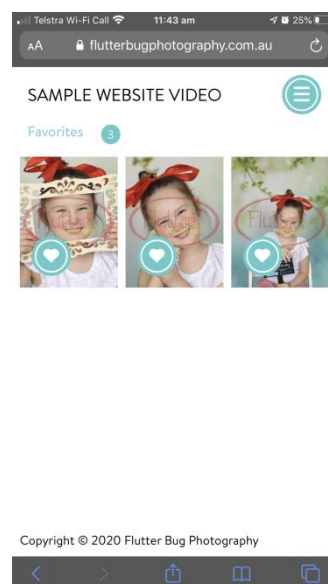
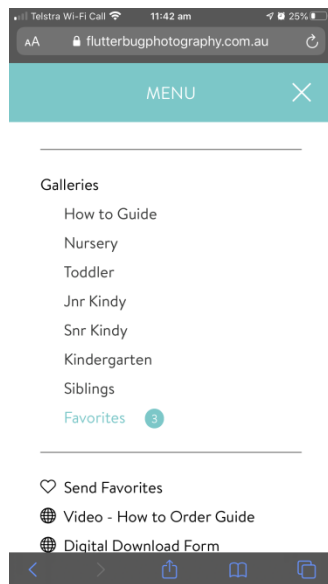
Shopping Basket



Favourites

Step 4: Click on Menu in right hand corner of screen. Scroll down + click into your child's class room menu.

Step 5: Select your favourites by clicking on each image using the love heart button.



Step 6: Go into menu and go down and click into favourites.

Step 7: Choose the first image that you would like to start ordering from and select shopping basket.

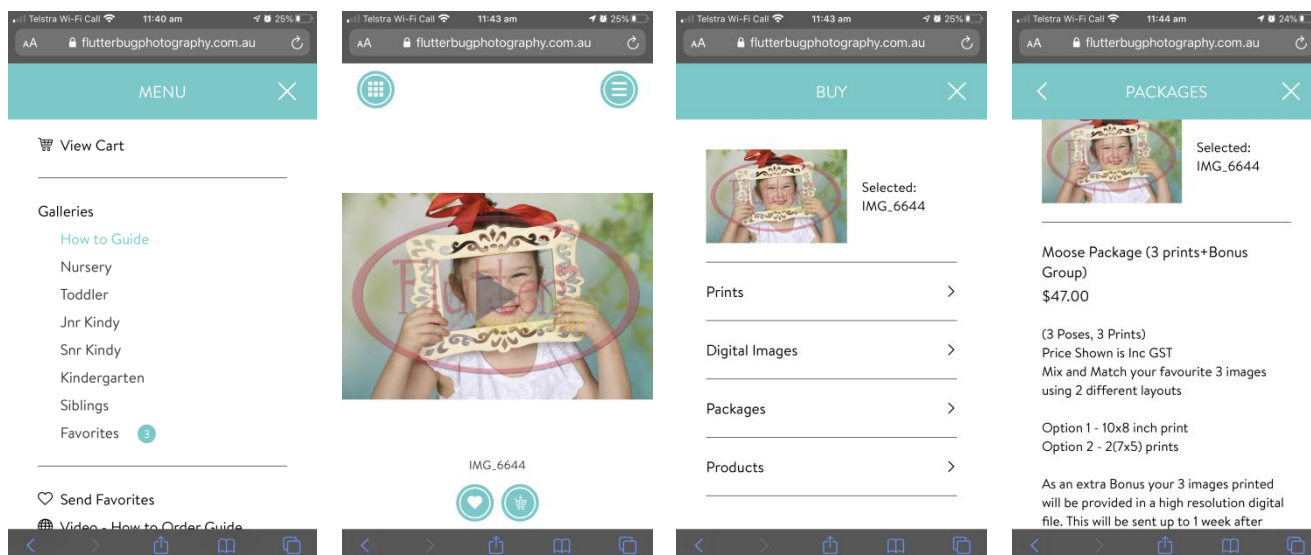
Step 8: You will be prompted to enter your email address into Login Screen.

Step 9: Choose the menu you would like to order from. In this example I have clicked on the *Package menu* and scrolled down to the Moose Package.

In this package you are able to choose 3 images and use two different layouts to make your package.

Step 10: To start click on the size print you would like for the first image (10x8 or 7x5)

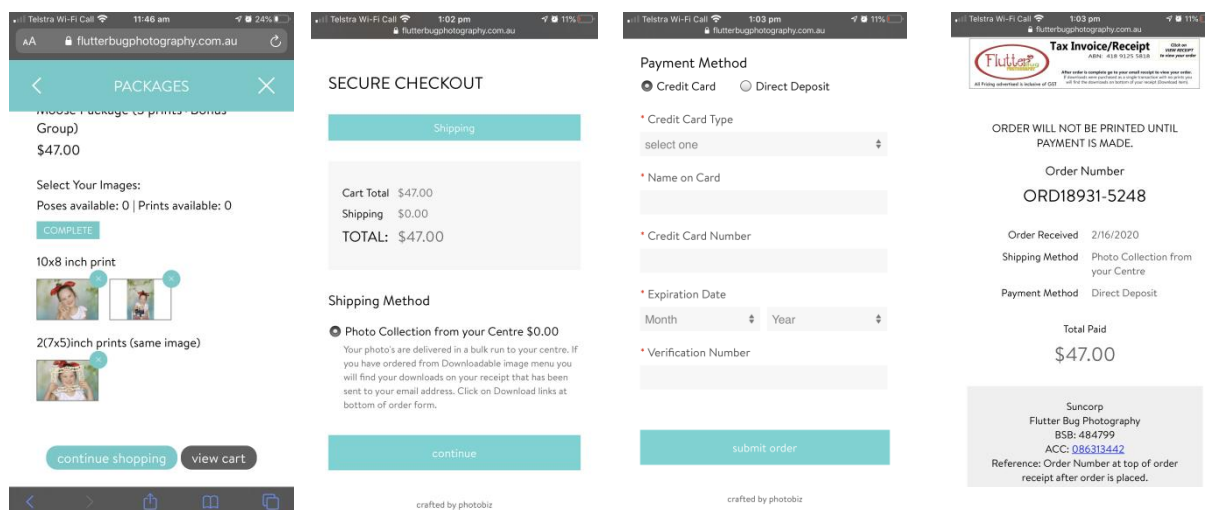
Step 11: Add more images (takes you back to your favourites) click on a different image & choose your next size print, repeat process for the 3rd image.



Step 12: Click into view cart and this will take you through to payment window.

Step 13: Once you have filled in all payment details click on submit order.

Step 14: On screen it will come up with your order and copy of this has been sent to your email address. **CLICK ON VIEW RECEIPT** in email.



ORDERING DOWNLOADABLE IMAGES ONLY

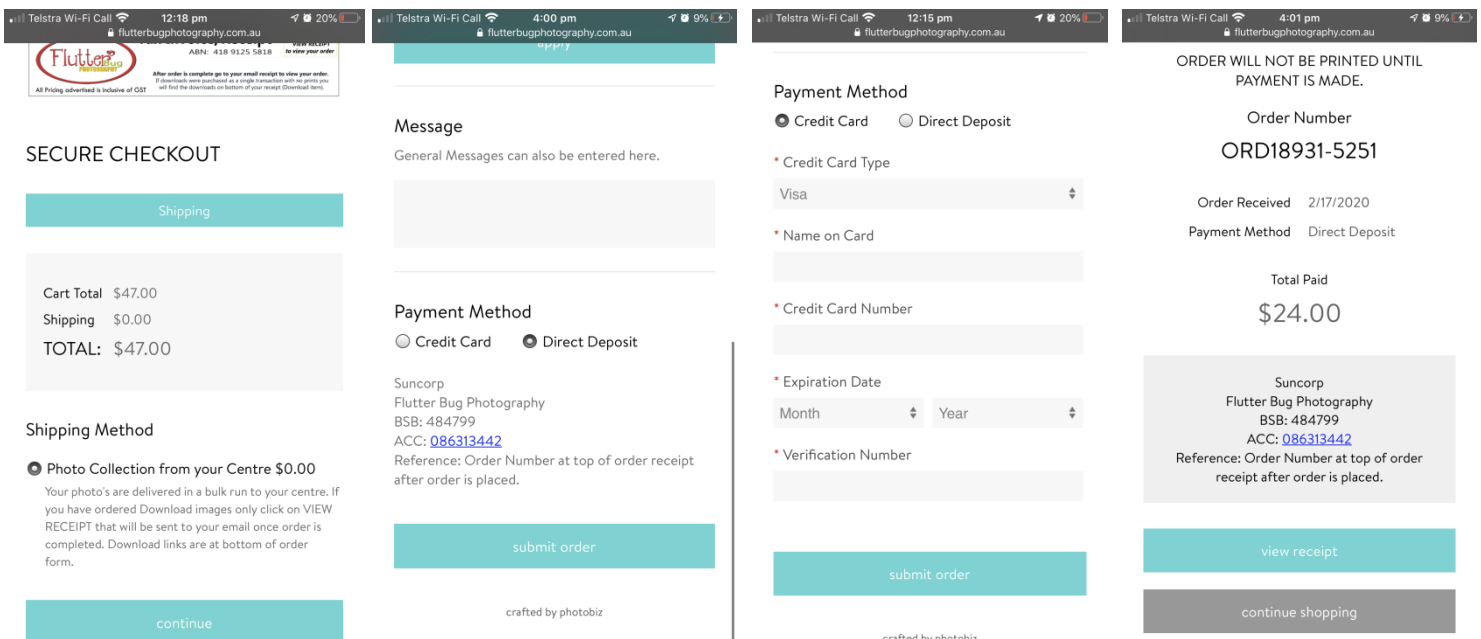
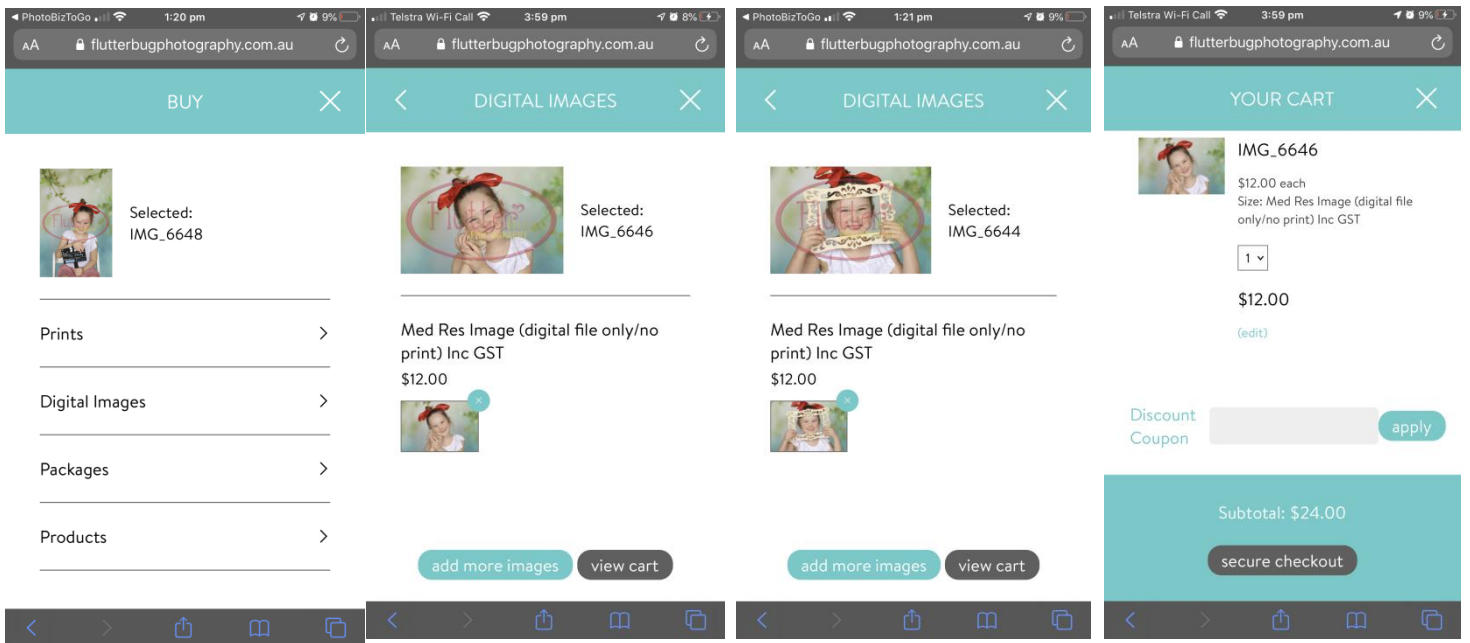
(Automatic link that is sent to your email) located on your receipt.

Step 14: Follow Steps 1-9 above.

Step 15: Click on Digital Images menu

Step 16: Click on one of the images out of your favourites and press the + button to add into your cart, if you want more than one image click **add more images**.

Step 17: Click View Cart, then proceed to secure checkout to make payment.



DIGITAL IMAGES

Download link will be on the bottom of your order receipt.

Last step: Go to your email



Flutter Bug Photography

4:01 pm

Order Receipt - ORD18931-5251

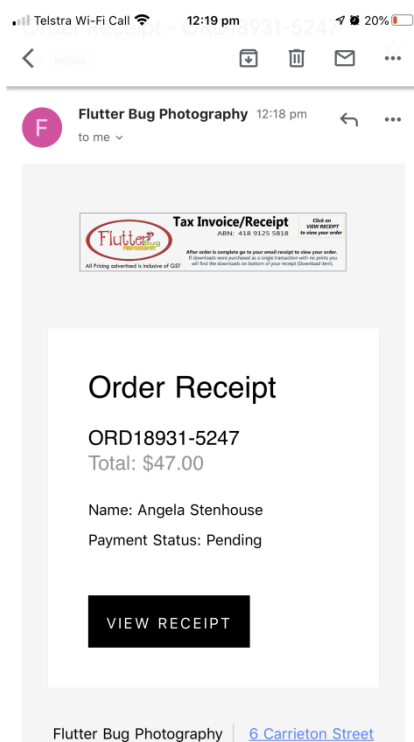
Thank you for your order! View receipt and...



Email view (click to open)

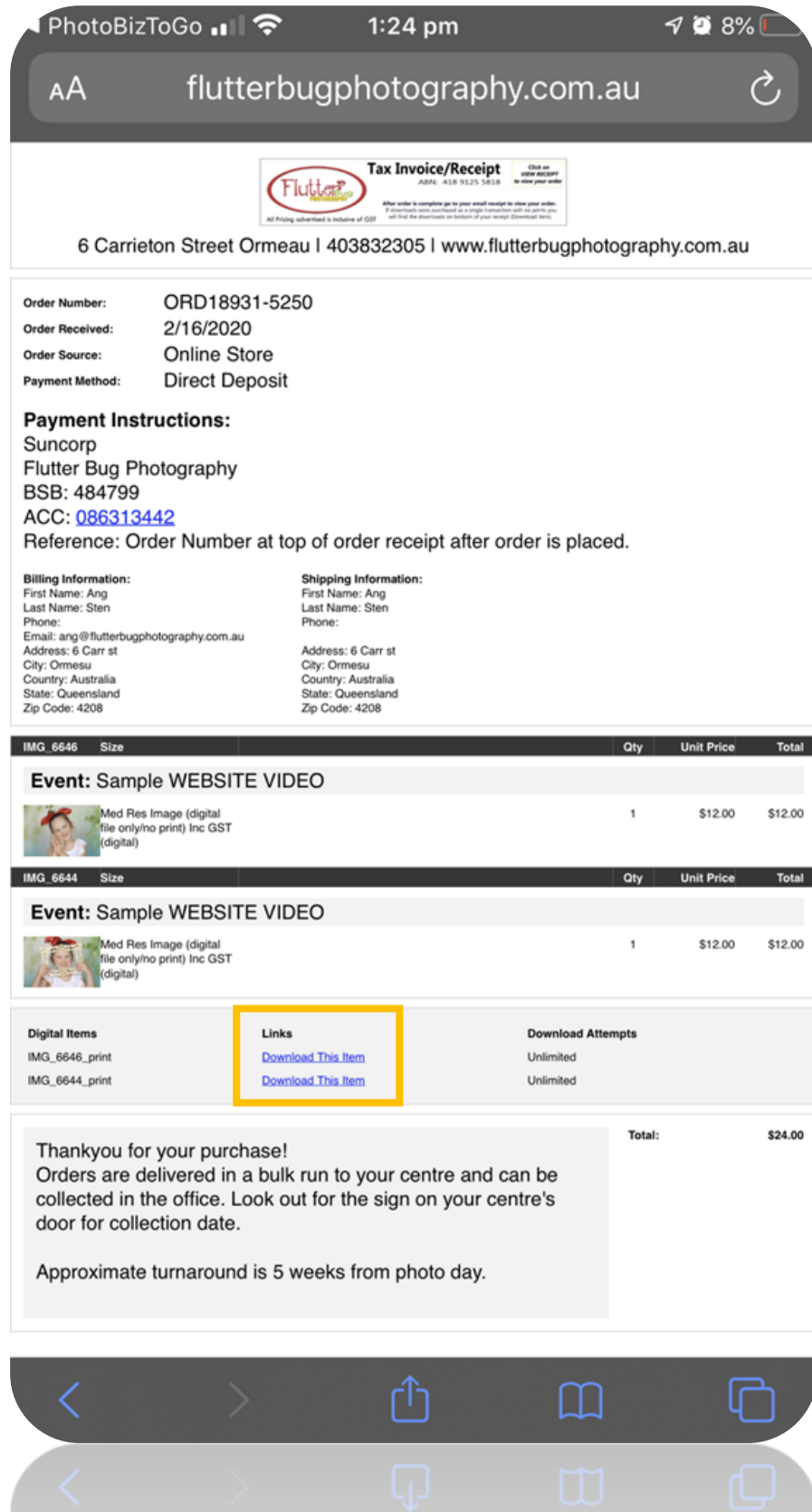
Above is a sample of order text that you are looking for in email

Click on **VIEW RECEIPT** that was sent to your email (this will open below order form)



Download your items to your chosen device.

(Images will only be active during the 14 day proofing period, so please remember to download before they are removed from website.)

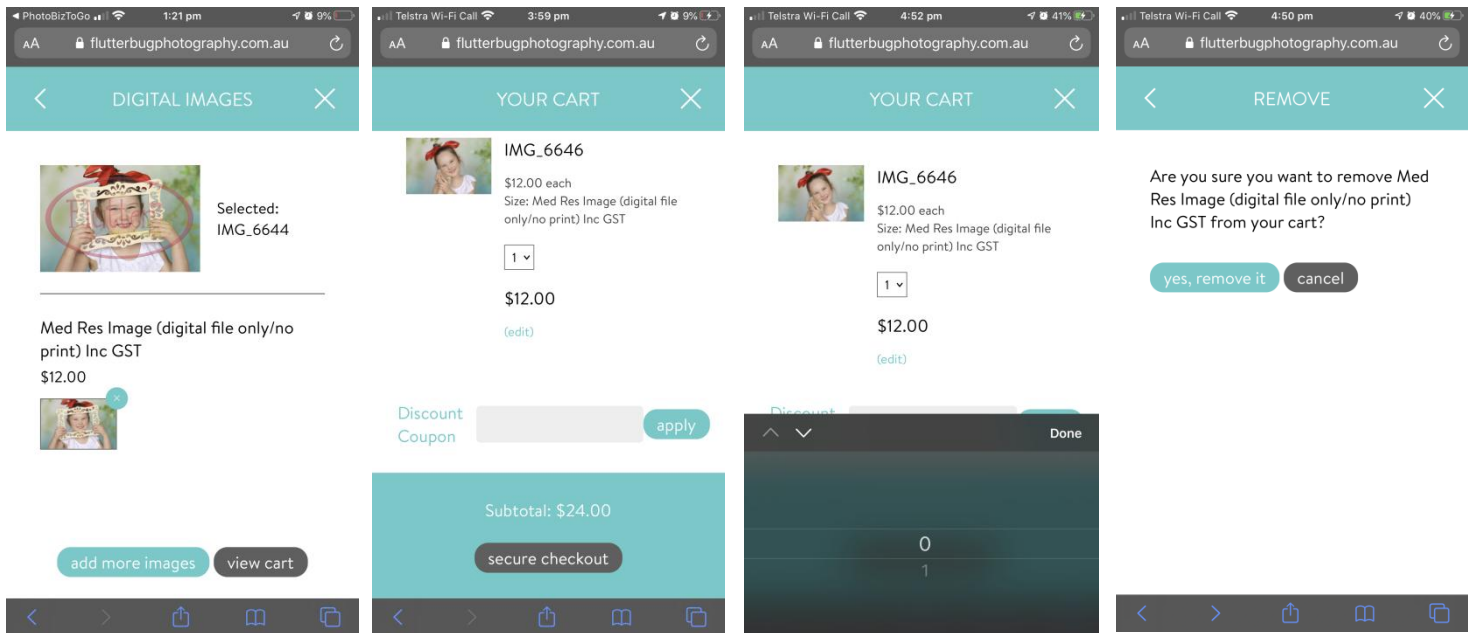


How to delete item in your cart and start ordering again

Step 1: If you would like to remove one of your choices click on **View Cart**

Step 2: Click on the scroll wheel that has the number 1 and dial it back to 0 and click on done.

Step 3: You will be prompted to REMOVE item from your cart, click **yes remove it**.



Step 4: Click on the arrow to go back to **BUY MENU**

Step 5: Click onto your chosen menu (*sample below is for the Prints Menu*)

Step 6: Restart ordering again by making choice from your favourite images using steps 1-14 above.

