Dell BYOD K-12 Education



BYOD Shopping and Ordering Guide

Dell BYOD Premier provides you with a secure online toolset for purchasing. This step by step guide will show you how to make your purchase

Please note. Unless Dell has expressly agreed in writing that an active agreement with your organization applies to orders via the Premier Page, all orders placed through a BYOD Premier Page are subject to and governed by Dell's <u>Commercial Terms of Sale.</u>

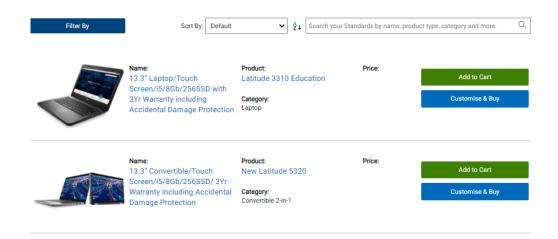
Logging into Dell BYOD

Click on the Dell BYOD portal link provided by the school

Shopping and Reviewing Products

BYOD Standard Configurations. Clicking on the "Name" description makes it easy to review the complete device configuration. When ready, "add to cart"

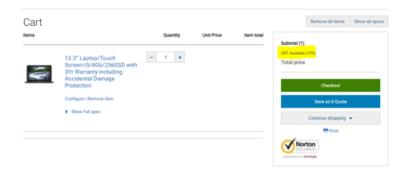
Standard Configurations



Add to Cart

As you shop, simply click on "Add to Cart" for each item you would like to purchase

<u>Please note</u>. Standard Configurations display an excluding GST price. The Total price "including GST" is displayed when viewing your Cart prior to checkout



Placing an order

Once you have added all products to a cart, click on "Checkout" and complete the steps. A progress bar along the top of the page displays where you are on the checkout path

Contact Information

- Enter Order Contact Information
- Enter Student Name

Billing & Shipping

- Enter Billing & Shipping information
- Please note a "PO Box cannot be used"

Payment

Enter your credit card information

Complete Trade Compliance Questions

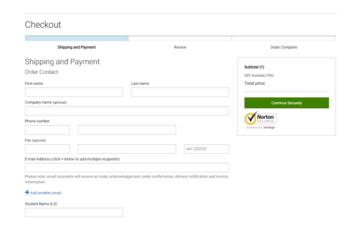
- Example. "Home Use"
- Example. "These products will be used at the listed Ship- To Address Enter your credit card information

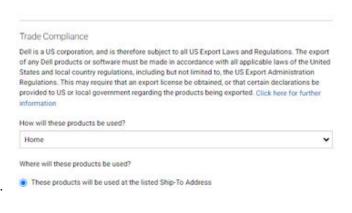
Review, Submit & Order Confirmation

- Review your order details and edit if necessary
- Click "Continue Securely" to complete the order process.
- An Order Confirmation screen will appear with your Dell Internet Reference Number (IRN) for order tracking purposes. An Order Confirmation email will also be sent to your nominated email address

Delivery, Tracking & Questions

- Order Status Link. <u>www.dell.com/support/order-status/en-au/order-support</u> Enter your Internet Receipt Number (IRN) and Click "Find My Order"
- Should you have questions regarding your delivery, whilst on the same Order Status page click on Contact Customer Support, then "Fill Out Form" and Submit.







Contact Us

- For general assistance
- Phone: 1300 302 375 (Monday to Friday 9am 5pm EST)
- Email: <u>dell.byod.anz.k12@dell.com</u>

