1. **Login with the credentials the school have provided**
   Enter your Access Key, PIN, and accept the Terms and Conditions to proceed to the portal

   ![Login Form]

2. **Choose your model from the catalogue tabs**
   The product catalogue contains models specifically chosen by your school

   ![Product Catalogue]

3. **Hit device image to choose your device or further product information**

   ![Device Image]
4. **Add device to your “Shopping Cart”**

![Dell Latitude 13 Education Series - Model 3340 - Intel i3](image)

$1,018.60 Inc GST

- [ ] Add to Shopping Cart

**Recommended**

![LO/JACK Get it, hack it back!](image)

LeakAdd Theft Solution 3 Year $100.00 Inc GST

- [ ] Add to Cart

**Accessories**

- [ ] Add to Cart

5. **Choose Recommended Accessories**

**Accessories can also be selected from the Accessories tabs**

![Dell Latitude 13 Education Series - Model 3340 - Intel i3](image)

$1,018.60 Inc GST

- [ ] Add to Shopping Cart

**Recommended**

![Dell 3 Year Gold Business Day Accele...](image)

Dell 3 Year Gold Business Day Accelerated Damage Protection $1,018.60 Inc GST

- [ ] Add to Cart

**DellTek Backpack 15.6 Inch (Black) $79.99 Inc GST**

- [ ] Add to Cart

6. **View your “Shopping Cart”**

![Dell Latitude 13 Education Series - Model 3340 - Intel i3](image)

$1,018.60 Inc GST

- [ ] Add to Shopping Cart

**Recommended**

![Dell 3 Year Gold Business Day Accele...](image)

Dell 3 Year Gold Business Day Accelerated Damage Protection $1,018.60 Inc GST

- [ ] Add to Cart

**DellTek Backpack 15.6 Inch (Black) $79.99 Inc GST**

- [ ] Add to Cart

**Dell Latitude 13 Education Series - Model 3340 - Intel i3 $1,018.60 Inc GST**

- [ ] Add to Shopping Cart

**DellTek Backpack 15.6 Inch (Black) $79.99 Inc GST**

- [ ] Add to Cart

**Sub Total Inc GST $1,212.60**

**Shopping Cart Total Inc GST $1,212.60**
7. Continue to “Checkout”

8. Place your order

9. Complete order details

Create your own “Order Pin” of any 6 characters to retrieve your order information at a later date
10. **Confirm order**

<table>
<thead>
<tr>
<th>PRODUCT</th>
<th>NAME</th>
<th>QTY</th>
<th>PRICE INC.GST</th>
<th>TOTAL INC.GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>DELL LATITUDE 13 EDUCATION SERIES - MODEL 3340 - INTEL Q</td>
<td>1</td>
<td>$1,018.60</td>
<td>$1,018.60</td>
<td></td>
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<tr>
<td>DELL 3 YEAR NEXT BUSINESS DAY ACCIDENTAL DAMAGE PROTECTION</td>
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<td>$150.00</td>
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<tr>
<td>DELL TER BACKPACK 15.6 INCH</td>
<td>1</td>
<td>$50.00</td>
<td>$50.00</td>
<td></td>
</tr>
</tbody>
</table>

**Sub Total INC.GST** | $1,223.60
**SHIPPING CART TOTAL INC.GST** | $1,223.60

**Shipping Details**

- ABE Technologies
- 36 Cavendish St
- South Brisbane QLD 4101
- Brisbane Wide - Freight Now.

**Payment Method**

- Direct Deposit

**Order Details**

- Student Name: test student
- Order Pin: 123456

**Order Status**

- Pending

**Delivery**

- Delivery Person: test student
- Delivery To: ABE Technologies
  - 36 Cavendish St
  - South Brisbane QLD 4101
- Delivery Phone: (0414 744483)

<table>
<thead>
<tr>
<th>Vendor Code</th>
<th>Product Code</th>
<th>Product Name</th>
<th>Qty</th>
<th>Price Inc.GST</th>
<th>Total Inc.GST</th>
</tr>
</thead>
<tbody>
<tr>
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<td>010104554AUS</td>
<td>Dell Latitude 13 Education Series - Model 3340 - Intel Q</td>
<td>1</td>
<td>$1,018.60</td>
<td>$1,018.60</td>
</tr>
<tr>
<td>DELLAERP</td>
<td>DELL3R</td>
<td>Dell 3 Year Next Business Day Accidental Damage Protection</td>
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<td>$150.00</td>
<td>$150.00</td>
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<tr>
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<td>82106933084</td>
<td>DELL T30 Backpack 15.6 inch</td>
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<td>$50.00</td>
</tr>
</tbody>
</table>

**Sub Total Inc. GST** | $1,223.60
**Total Inc. GST** | $1,223.60
**GST Amount** | $113.28

**11. Your order has been placed**

**Order Number 338324**

- Student Name: test student
- Please use a 6 & 8 digit secure PIN

**12. Order Confirmation**

You will receive an email confirming your order. If you do not receive an email confirmation, please contact Datacom on qldsales@datacom.com.au and we will locate and verify your order and resend an order confirmation report.