

To access your \$125 StrongNations gift, go to: <https://www.strongnations.com/>

1. Create an account (FREE) to enjoy all the benefits when ordering such as using “Adding to Wish Lists” and ability to go back and look at your unfinished orders or review past completed orders.

NOTE: If you do not create an account, you will be prompted, when using the “Add to Basket” feature, to enter an email address which will ensure the items you place in your basket are not lost if you are disconnected.

2. Go to “Books & Bundles ...” tab -



3. Then select a Main Category (i.e. “Kids Books”)



TIP: Search by navigating the alphabet line, or the “Search by Grade, Territory, etc.” feature.

TIP: Each main and sub-category have their own set of sub-categories. (i.e. “Books Published by Strong Nations Publishing” will give you a sub-category that allows you to search by grade or topics)

NOTE: To exit a sub-category, simply click on the “Books & Bundles Kids/Teens/Adults” top tab OR select a different “Main Book Categories” topic from the left-hand list.

4. Find the book you want and simply select the quantity then “Add to Basket”



NOTE: “Books Published by Strong Nations Publishing” area – once you select a grade level, a PDF “Free Lesson Plan” feature will be available – select that feature to obtain an instruction page on how to use the book.



5. **Review the details** in Shopping Basket screen and **Proceed to the checkout** area.

TIP: If you are not ready to proceed and have entered an email address or created an account, you can close out and return to the website when ready to add more items or submit your order.

6. **Complete the checkout information** as follows:

a. Billing Address:

School/Organization:	InEd Online Learning
First Name:	InEd
Last Name:	Online Learning
Phone Number:	(250) 331-4040
Email Address:	giselaine.ballantyne@sd71.bc.ca
Billing Address:	665 16 th St, Courtenay BC Canada V9N 1X6

b. **Shipping address:** Add your preferred shipping address and name and email of person placing the order. *NOTE: Please add the student(s) name(s) you are ordering for in the “Customer Notes” area near the end of this form.*

(DO NOT CHECK OFF “Shipping Info is the same as Billing Info” area).

c. **IMPORTANT - Payment Options:** Select the 2nd option to invoice organization (no email required)



d. Enter the following **Purchase Order# 31-0000694** lower down in the checkout area:

Purchase Order # (If Applicable)

PO Number

(If applicable)

e. **NO BACK ORDERS** - orders to be shipped only when all items in stock:

Back Ordering Information

Additional shipping fees apply for back ordered items. Initial shipping quotes are based on shipping the entire order at once.

Yes, I will accept back orders / partial shipping. I understand that there will be additional shipping charges.

No, please wait until my order is fully in stock.

f. **CUSTOMER NOTES** area:

- i. List the name(s) of the student(s) you are ordering for.
- ii. List books you are interested in that may be over the budgeted amount. These books will be substituted in if one of the books in your order is not available.

g. **Proceed to Order Verification.**

Congratulations! You’re done!