

ASI SOLUTIONS

Mt St Patrick College Portal

Purchasing Journey



STEP 1: Visit <u>https://mspc.asi.com.au/</u> STEP 2: Create a **NEW USER** account (Use registration key code mspc2021) STEP 3: Registration confirmed & Access granted STEP 4: Browse Products STEP 5: Select Product / version / optional accessories STEP 6: Review Shopping Cart STEP 7: Checkout: Billing & Shipping STEP 8: Checkout: Confirm

Confirmation Email containing order review

SEE STEPS WITH SCREEN GRABS BELOW

PLEASE NOTE THAT IF YOU CHOOSE THE **ZIP PAYMENT PLAN OPTION RATHER THAN THE CREDIT OPTION THERE ARE ONLY THREE MONTHS INTEREST FREE. THERE IS ALSO A \$8 MONTHLY** ACCOUNTING FEE. IF THE LAPTOP IS NOT **PAID OFF IN THREE MONTHS YOU WILL INCUR A %19 CHARGE UNTIL THE** LAPTOP PAYMENT IS COMPLETE. THE LATEST DATE TO PURCHASE THE LAPTOP IS JANUARY 26TH. IF YOU SELECT THE ZIP **PAY OPTION, YOU WILL HAVE UNTIL APRIL 26TH TO PAY OFF THE DEVICE** WITHOUT INCURRING INTEREST. **UNFORTUNATELY STUDENTS WILL NOT RECEIVE THEIR DEVICE UNTIL PAYMENT** IS MADE.

STEP 1 – GO TO https://mspc.asi.com.au/





STEP 2: Create a new account



Create New Customer Account

Personal Information

First Name

Last Name

Sign Up for Newsletter

Sign-in Information

Email	
Password	
Password Strength: No Password	
Confirm Password	
Registration Key Code	NOTE: You will need to enter the Registration Key Code mspc2021
* Required Fields	
Create an Account	
	Innovative IT Services and Solutions – Trusted Since 1985

STEP 3: Registration confirmed & Access granted





Need some assistance?

 Christiana Spiropoulos
 ASI Sales

 cspiropoulos@asi.com.au
 1300 368 010

STEP 4: Click on Notebooks



		🚯 Help 🖤 My Favourites 💄 My Account	
		Q Search for a product	Click on 'Notebooks'
Notebooks			button to take you to
MY ACCOUNT My Dashboard	My Dashboard		the correct computer product
Account Information	Account Information		product.
My Orders Favourites	Contact Information Natalie Webster natalie.webster@lism.catholic.edu.au <u>Edit / Change Password</u>	Newsletters You don't subscribe to our newsletter Edit	
	Address Book Manage Addresses		
	Default Billing Address You have not set a default billing address.	Default Shipping Address You have not set a default shipping address.	
	Edit Address	Edit Address	

STEP 5: Browse Products





STEP 6: Select Product / version / optional accessories





STEP 7: Review Shopping Cart



					1 Help 🎔 My Favo	urites 💄 My Accour	nt	
					Q Search for a produc	t	P	Click on Proceed to Checkout
Notebooks								
Shopp	ing Cart	PRICE	QTY	SUBTOTAL	Summary			
	HP ProBook x360 11 G6 Education Bundle Your device 1 x HP ProBook x360 11 G6 Education Edition PC Accessories 1 x STM Goods Ace Carrying Case for 35.6 cm (14") Notebook - Black	AUD\$1,111.00	1	AUD\$1,111.00	Subtotal Shipping (Ship to School Ship to school address) Tax Total	AUD\$1,111.00 - AUD\$0.00 AUD\$10.00 AUD\$1111.00		
Apply discount	.code ~		Updat	e shopping cart	Proceed to C	heckout		

STEP 8: Checkout: Billing & Shipping



First Name *		
This is a required field.	0	
Last Name *		
1		
This is a required field.		
Company		_
		- -
Street Address *		`
		C
		ł
Country #		
Australia		
State *		
Please select a region, state or province.	~	
City *		
Post Code *		
Phone Number *		
Save in address book		

Please enter your personal street address – however note that the device however will be shipped to the school.

STEP 9: Checkout: Billing & Shipping





Select credit card to pay upfront or click Zip pay to set up a payment plan.

STEP 10: Checkout: Billing & Shipping

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