

Dell BYOD K-12



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.

Logging into BYOD Premier

Click on the link provided by the school for your Dell BYOD page.

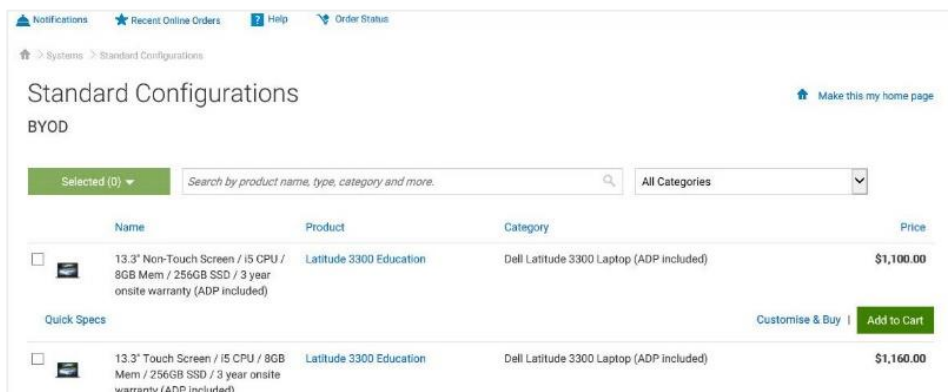
Unless Dell has expressly agreed in writing that an active agreement with your organization applies to orders via the Premier Page, all orders placed through a Premier Page are subject to and governed by Dell's [Commercial Terms of Sale](#).

Shopping and Reviewing products

BYOD Standard Configurations

Access your list of standard configurations.

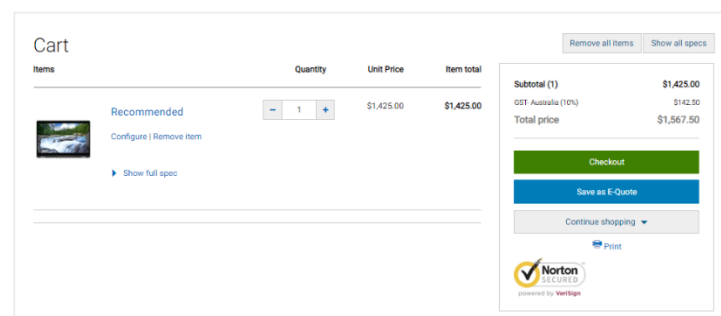
The "Quick Specs" link makes it easy to review the complete standard configuration. When you are ready, you can add to cart.



Adding to Cart

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

Please note. 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 clearly displays where you are in the checkout path.

The single page checkout experience reduces number of clicks for a faster checkout experience

Contact Information

- Enter Order Contact Information
- Enter Student Name

Delivery

- Enter primary contact information
- Enter Bill to/Ship-To information
- Select the delivery method and complete the trade compliance information.
- Complete Trade Compliance by selecting Government / Civilian
- Select “These products will be used at the listed Ship-To-Address”

Please take care when completing the trade compliance section, correct information will help secure your order.

Payment

- 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 page, click: www.dell.com/support/orders
- Enter your Internet Receipt Number (IRN) and Click Submit
- Should you have questions regarding your delivery, on the same Order Status page please click [Contact Customer Support](#) and Email your request

Contact Us

For assistance please contact the Dell BYOD Team:

Phone: 1300 302 375 (Monday to Friday 9am – 5pm EST)

Email: dell.byod.anz.k12@dell.com

The screenshot shows the 'Shipping and Payment' section of a checkout process. It includes fields for 'Order Contact' (First name, Last name, Company name, Phone number, Fax, E-mail Address), 'Billing Information' (First name, Last name, Company name, Phone number), and a 'Student Name' field. A summary box on the right shows 'Subtotal (1)' as \$1,131.00, 'GST: Australia (10%)' as \$113.10, and 'Total price' as \$1,244.10. A 'Continue Securely' button and a Norton logo are also visible.

The screenshot shows the 'Trade Compliance' section. It contains a paragraph of text explaining that Dell is a US corporation and subject to US Export Laws. Below the text is a dropdown menu for 'How will these products be used?' with 'Government/Civilian' selected. There are also radio buttons for 'Where will these products be used?' with options for 'These products will be used at the listed Ship-To Address' and 'These products will be used at an ultimate destination other than the listed Ship-To Address'.

The screenshot shows the 'Order Status' page. It has a search bar for 'Search for an order' with the instruction 'Enter an Internet Receipt Number or Order Number.' Below the search bar is a progress bar with four stages: 'Confirmed', 'Build Complete', 'Shipped', and 'Delivered'. The 'Confirmed' stage is currently active. Below the progress bar are 'Actions' for 'Contact Customer Support' and 'Email', with a note: 'Fill out our convenient online form, and we will respond by email.'