

# 1 Logging Into Your Account

Navigate to siteoneonlinemarketing.com. Log on using your e-mail address and password. If you have not logged in since October 2019, you must create a new account by selecting the "Create New Account" button on the login page.

Already a member?

Sign In to Your Account

Email:

Password:

[Forgot your password?](#)

**SIGN IN**

# 2 Resetting Your Password

Your password can be changed once you are logged in by selecting the "Account" icon at the top of the page and clicking the "Personal Information" tab. You will also notice other icons in this area of the screen that will help you to quickly navigate to your shopping cart, saved items, and help page.

Enter the email address associated with your account, and then click Continue.

We'll email you a link to a page where you can easily create a new password.

Email Address:

**BACK**

**CONTINUE**

# 3 Navigating Products

Navigate to different products by selecting the category title on the menu bar

HOME

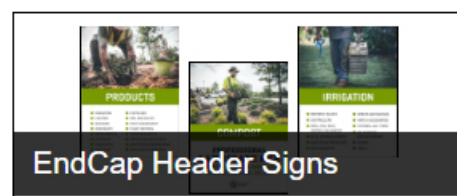
FLYERS/LITERATURE ▾

MERCHANDISING ▾

OPERATIONAL ITEMS

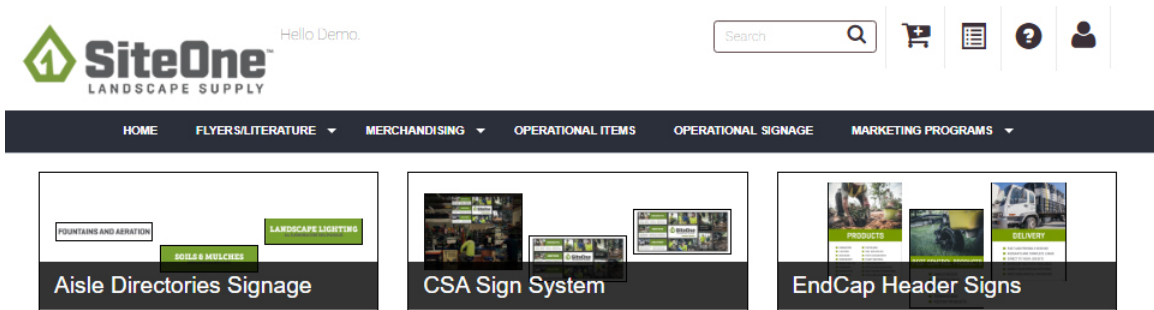
OPERATIONAL SIGNAGE

MARKETING PROGRAMS ▾



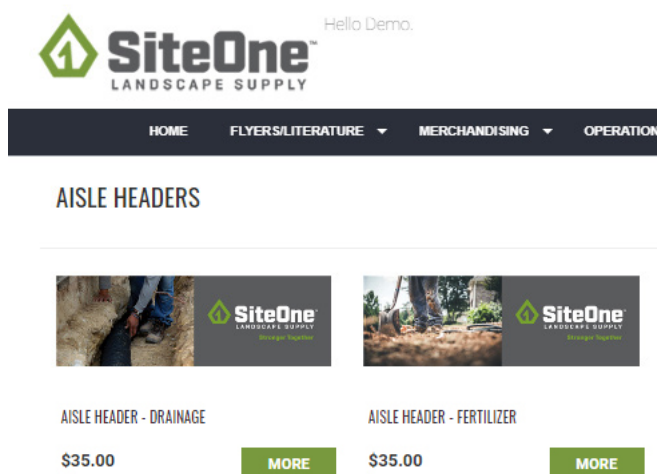
## 4 Merchandising Items

Navigate to the merchandising tab on the top of the menu bar



## 5 Ordering Aisle Headers

As an example, we will be ordering an aisle header sign. Once you click on the Aisle Directories Signage category, and click on the Aisle Header category. We will be picking the first sign "Drainage" as an example.



## 6 Item Details

Next you will be presented with a page that shows the cost of the item, as well as a box for any notes you might need to relay. Click add to cart to place it in your basket. Note, some items have a production time.

### Aisle Header - Drainage






Lead time on POD print items is 5-7 business days.

#### Additional Notes

Total Quantity:	1 Item	
Fixed Price:	\$0.00	USD
Price Per Item:	\$35.00	USD
Total Delivery Price:	Will be calculated during checkout ?	
<b>Total Price:</b>	<b>\$35.00</b>	<b>USD</b>

## 7 Adding To Your Cart

When you click add to cart, your screen will show the checkout page with the newly added item. If you wish to continue shopping, click the “Continue Shopping Button” or navigate elsewhere.

	Name	Units	Price
	Aisle Header - Drainage		
		Total: 1 Item	\$35.00 USD
	Details Edit		

Subtotal \$35.00 USD

[CONTINUE SHOPPING](#) [CHECKOUT](#)

## 8 Checking Out


When you are happy with what’s in your cart, click the “Checkout” button on the bottom right of the screen. Once clicked, you will be presented with a page to confirm your billing and shipping address.

For Shipping, please select your branch information from the provided branch list. If your branch has moved or is new, please reach out with the updated address information BEFORE finalizing your order to prevent delays.

An itemized list of what you are ordering, as well as the cost of the shipping option will be shown at the bottom of the page.


Once everything looks correct, click “Next” to enter your payment information and complete the order.

\*Items purchased through EB Display will ship separately


 Hello Demo.

HOME FLYERS/LITERATURE MERCHANDISING OPERATIONAL ITEMS OPERATIONAL S

### BILLING ADDRESS

Firstname Lastname  ADD...

Selected address

Firstname Lastname  Edit...

Company Name

1234 SiteOne Rd



Atlanta, Georgia 30318


United States

### SHIPPING


Select Shipping Address

☒ Use billing Address

☒ Select from My Shipping Addresses  ADD...  PLEASE SELECT YOUR BRANCH ADDRESS FROM THIS LIST

1234 SiteOne Rd, Atlanta, Geo  ADD...

Selected address

 Edit...

SiteOne

1234 SiteOne Rd

Atlanta, Georgia 30318

United States