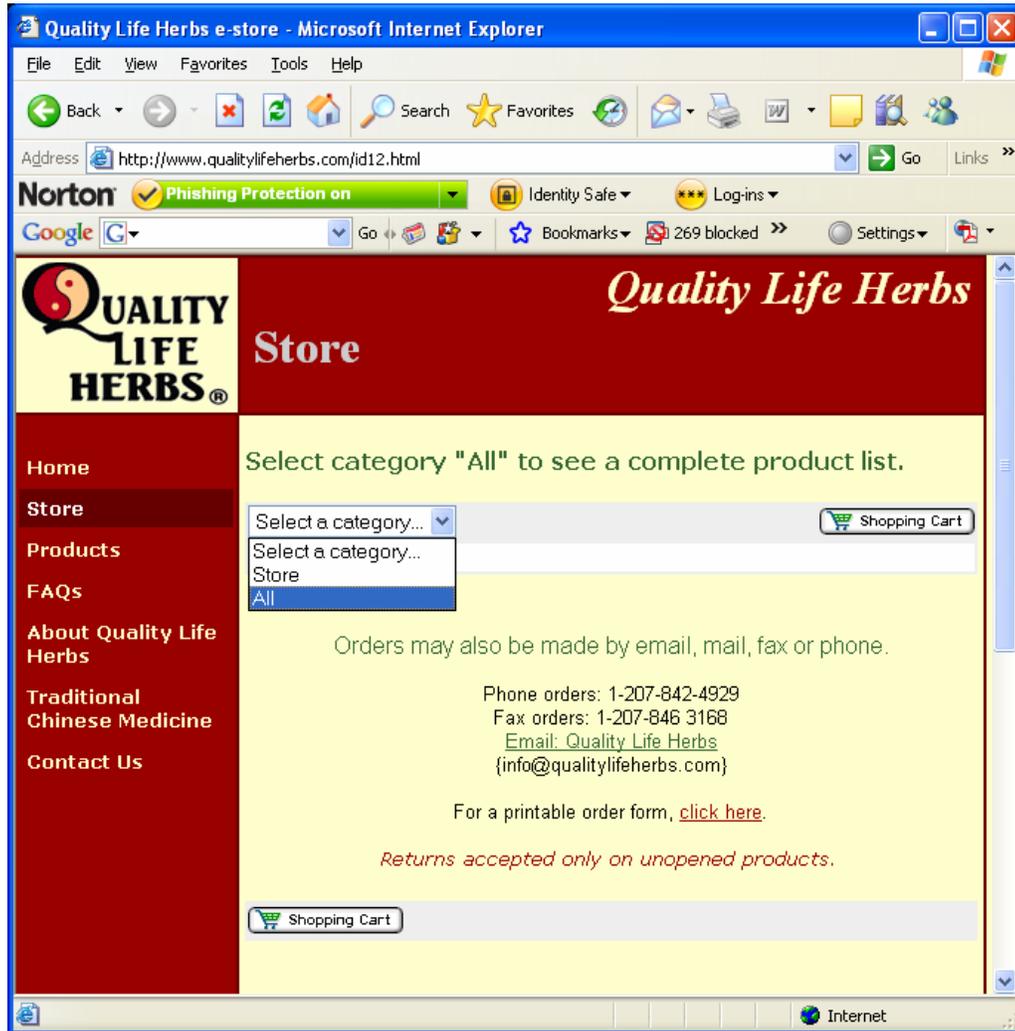


When ordering from Quality Life Herbs e-store, expect to see the following dialog boxes. Should a customer experience any difficulties during this process, please contact qlh@suscom-maine.net with information about how your experience differed from what is shown in this document.

1. Entering the e-store

From the Quality Life Herbs Home Page, select 'Store' from the navigation panel on the left. To view the Quality Life Herb product selection, select 'All' from the pull-down menu in the center of the page.



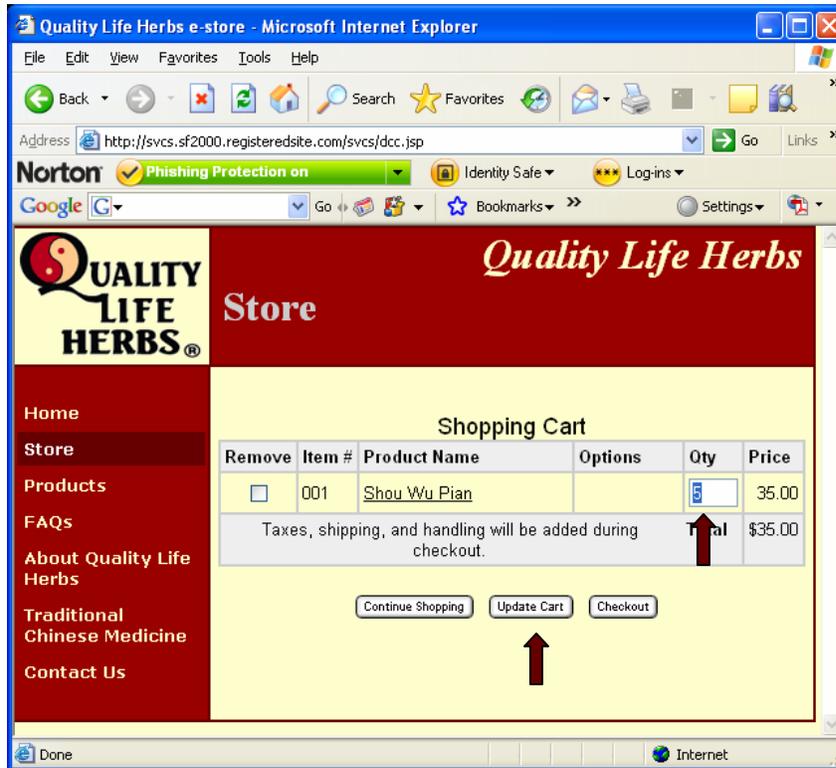
2. Selecting Products

Scroll through the product list to find the desired product. Click **'Add to Cart'**; customers will be able to adjust quantities once the item is entered into the cart.



3. Updating Quantity

For more than one unit, change the amount in the quantity 'Qty' box and click 'Update Cart'.

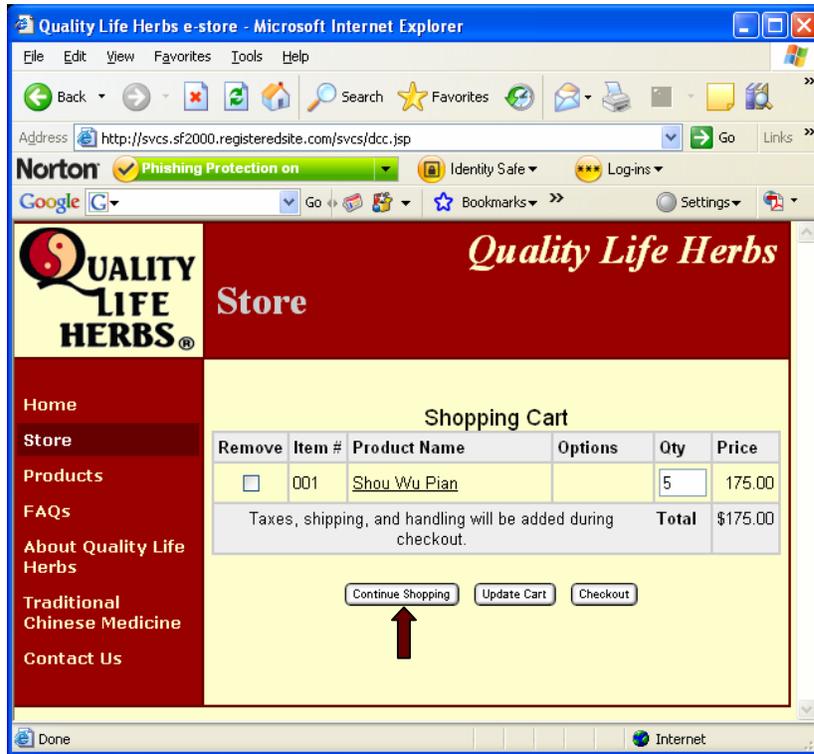


The screen will refresh showing both the new quantity and price.

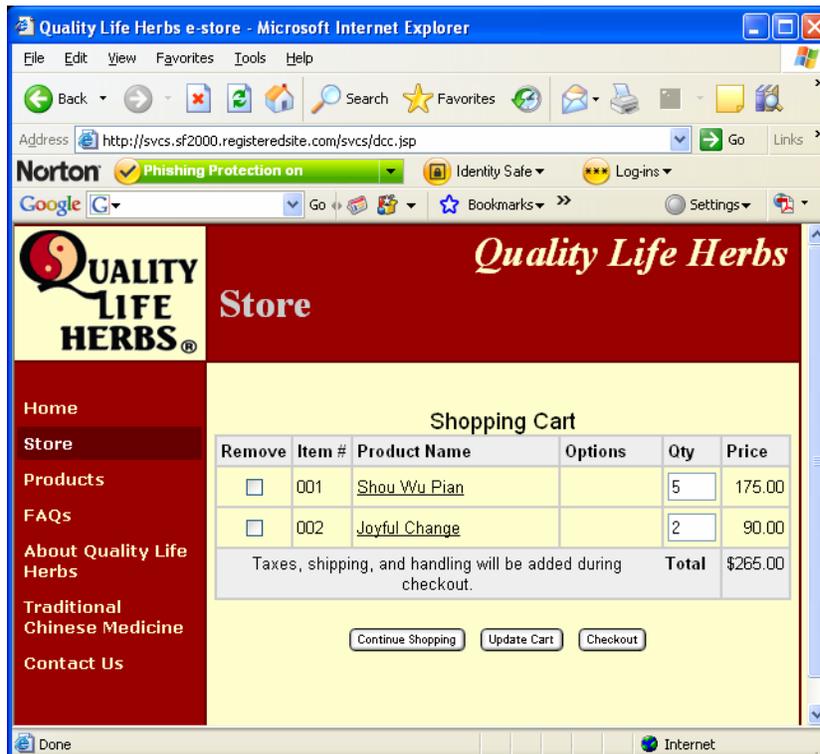


4. Adding Additional Products

To add another product, click 'Continue Shopping'.

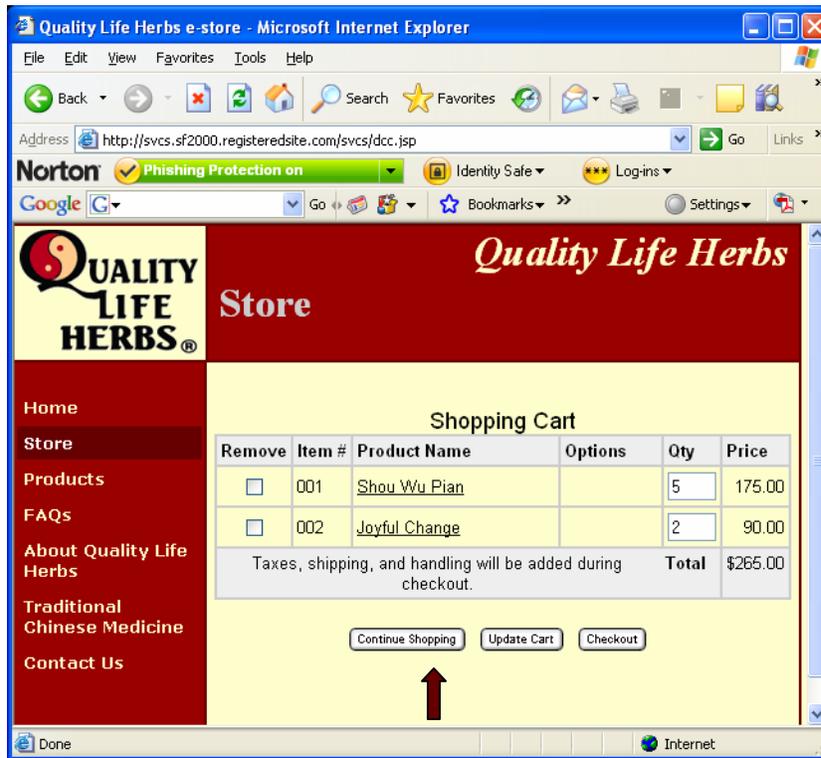


Follow the same procedure as before to add a new product to the cart and set the quantity.



5. Placing the Order

To place the order, click 'Checkout'.

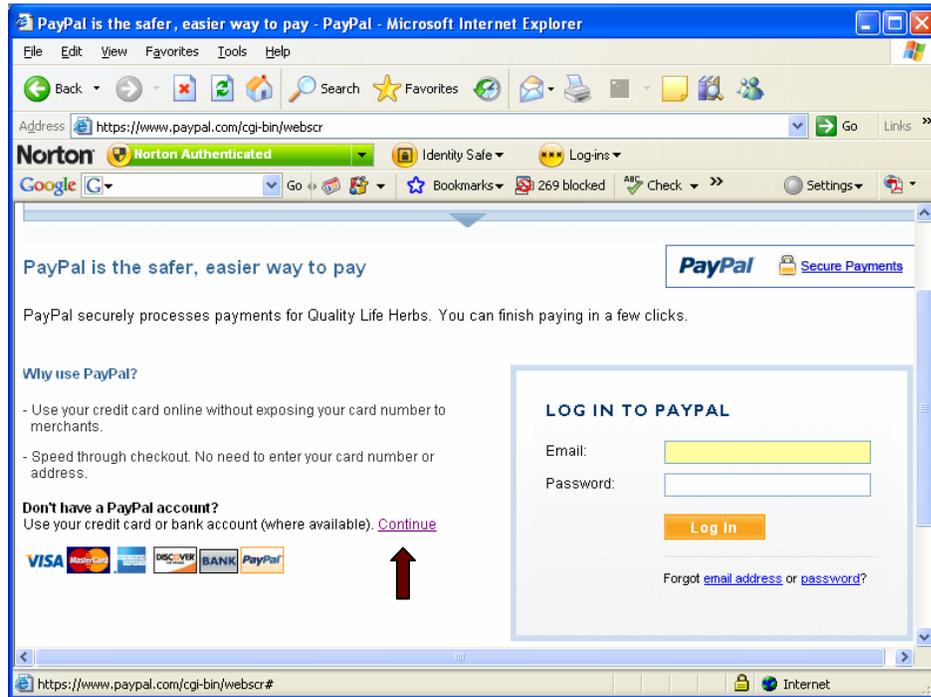


A Confirmation screen will appear. Click 'Continue' which will take the customer to the PayPal order processing dialog. PayPal is among the most secure ordering processing facilities available to commercial enterprises.



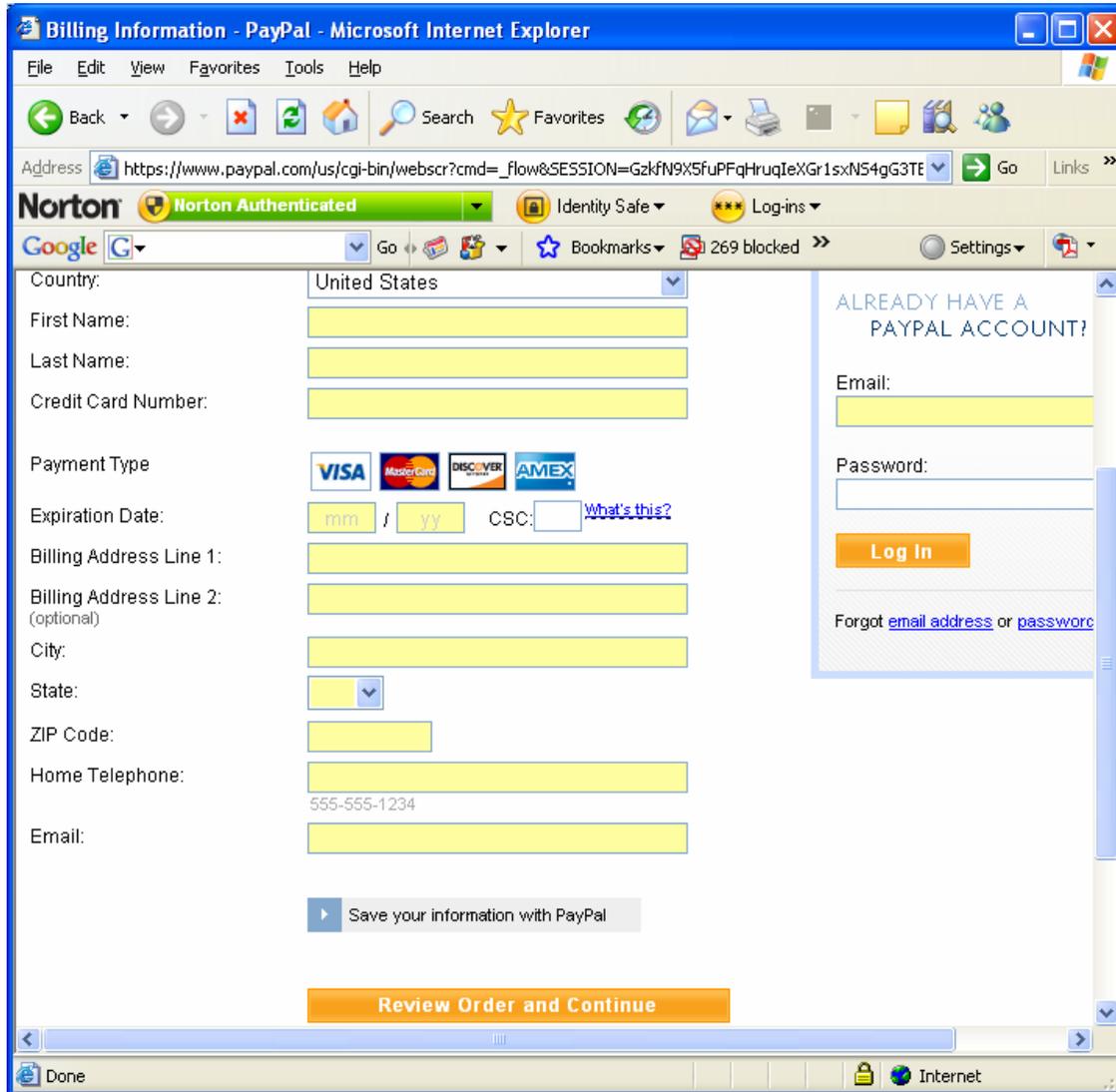
6. Using PayPal without an account

PayPal allows both account holders and non-account holder to place orders for Quality Life Herb products. For customers without a Paypal account, click the “**continue**” link that appears in the left corner of the window. For customers with Paypal Accounts, login in as per usual and skip to step number 8.



7. Enter Required Billing Data

Provide the required data and click 'Review order and Continue'.



Billing Information - PayPal - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address https://www.paypal.com/us/cgi-bin/webscr?cmd=_flow&SESSION=GzkfN9X5fuPFqHruqIeXGr1sxN54gG3TE Go Links >>

Norton Norton Authenticated Identity Safe Log-ins

Google G Go Bookmarks 269 blocked Settings

Country: United States

First Name:

Last Name:

Credit Card Number:

Payment Type: VISA MasterCard DISCOVER AMEX

Expiration Date: mm / yy CSC: [What's this?](#)

Billing Address Line 1:

Billing Address Line 2: (optional)

City:

State:

ZIP Code:

Home Telephone: 555-555-1234

Email:

ALREADY HAVE A PAYPAL ACCOUNT?

Email:

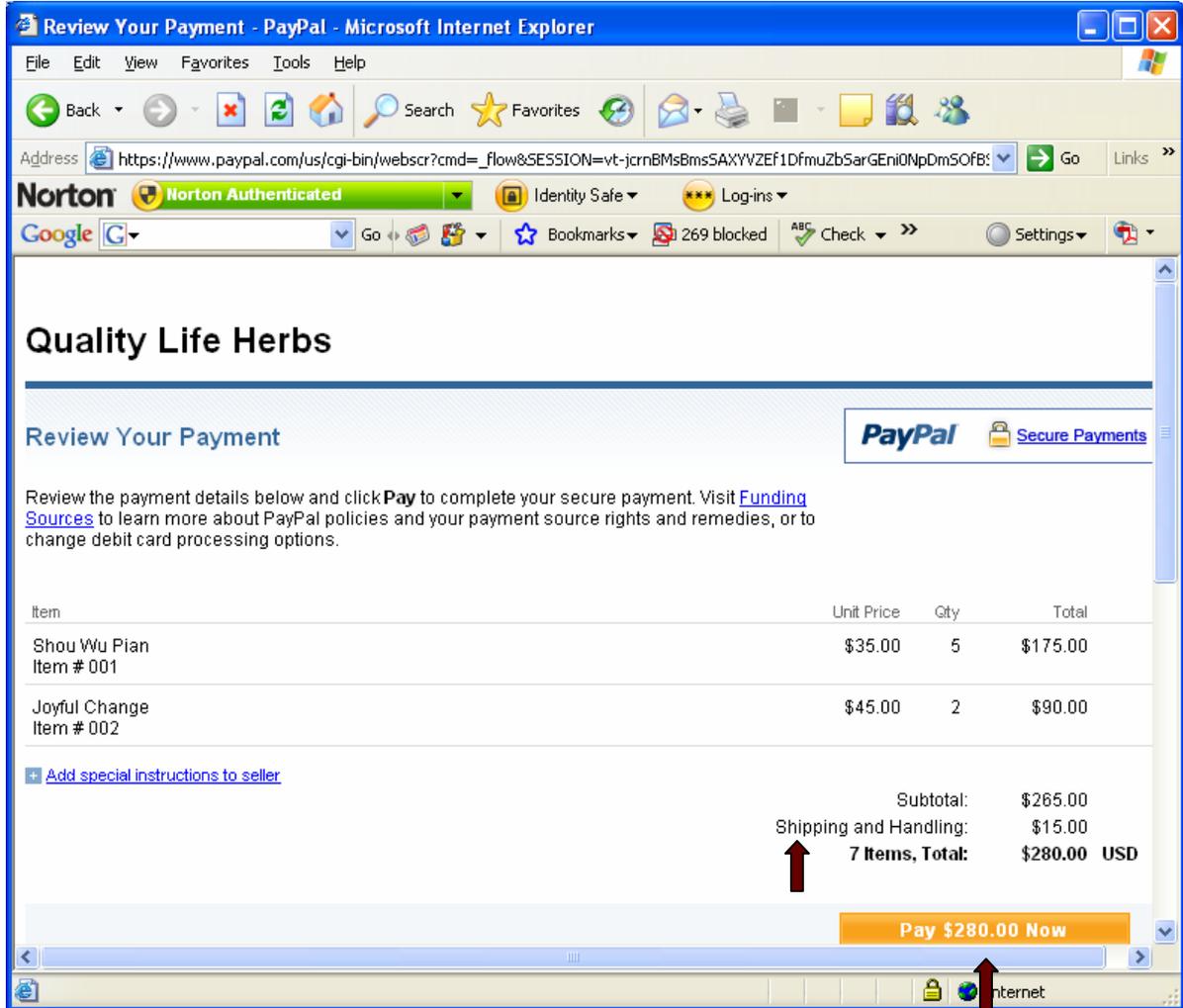
Password:

Forgot [email address](#) or [password](#)

Done Internet

8. Review total with Shipping & Handling Charges and/or change Shipping Address

Paypal will add the Shipping and Handling charges and provide a new total for review. To place the order click '**Pay \$\$\$ Now**'.



Review Your Payment

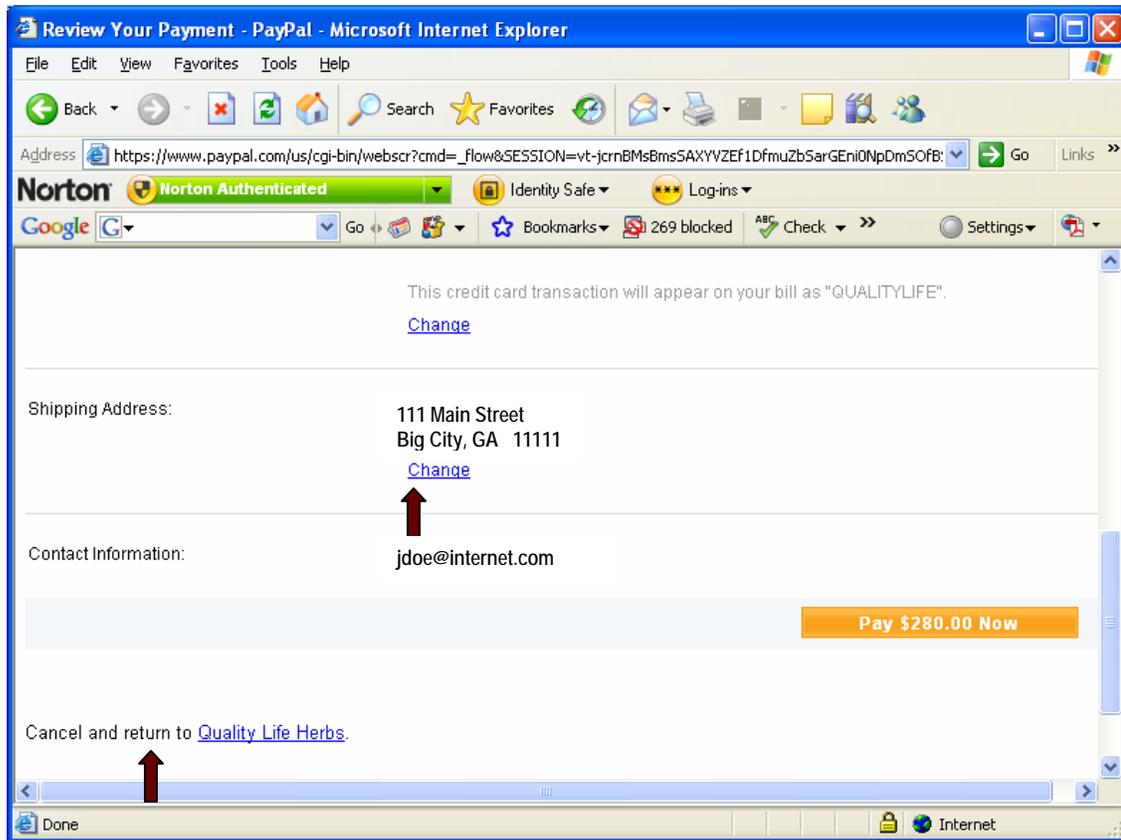
Review the payment details below and click **Pay** to complete your secure payment. Visit [Funding Sources](#) to learn more about PayPal policies and your payment source rights and remedies, or to change debit card processing options.

Item	Unit Price	Qty	Total
Shou Wu Pian Item # 001	\$35.00	5	\$175.00
Joyful Change Item # 002	\$45.00	2	\$90.00
Subtotal:			\$265.00
Shipping and Handling:			\$15.00
7 Items, Total:			\$280.00 USD

[Add special instructions to seller](#)

Pay \$280.00 Now

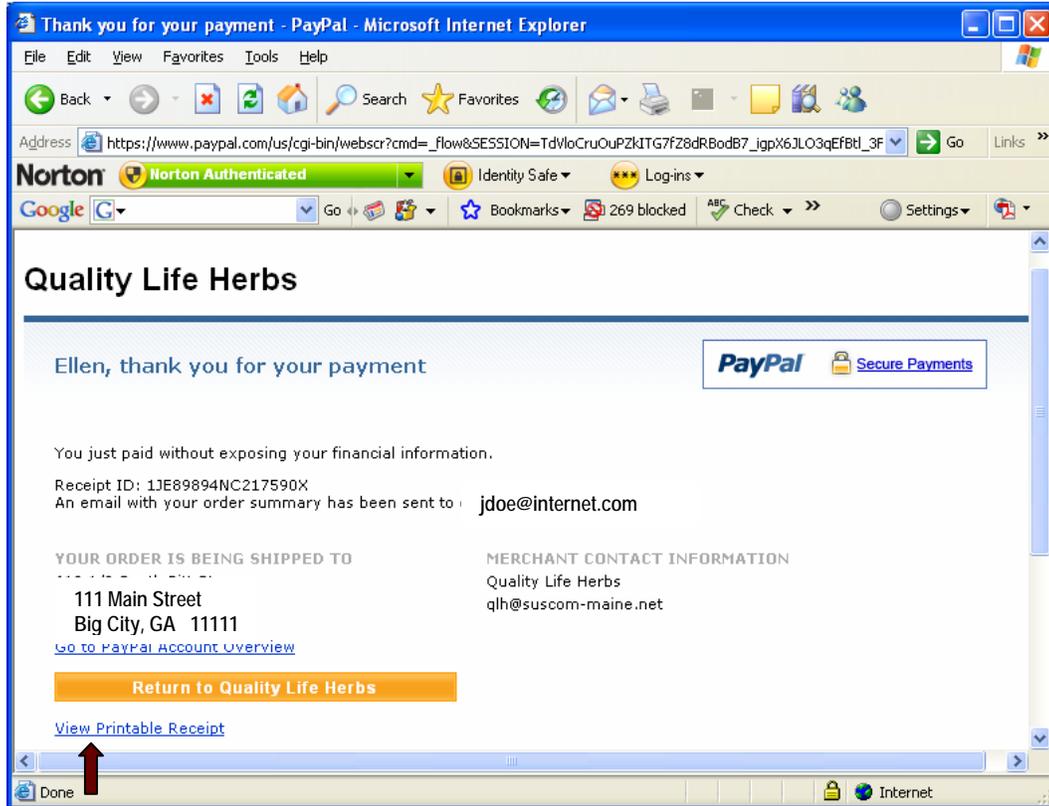
To change the shipping address, scroll down the screen to the bottom where the shipping address appears and click **'change'** to change the shipping address to other than the billing address.



If for any reason, the customer does not wish to proceed with the order, client **'Cancel and return to Quality Life Herbs'**. No order will be placed.

9. Order Confirmation

Paypal will display a screen confirming your order and providing an order number. The customer can note the number or click the 'printable' receipt link to get a text version of the receipt.



Once the order number is noted, click 'Return to Quality Life Herbs' to finish the transaction.



Quality Life Herbs – Order Entry with Paypal

