

ONLINE ORDERING GUIDE

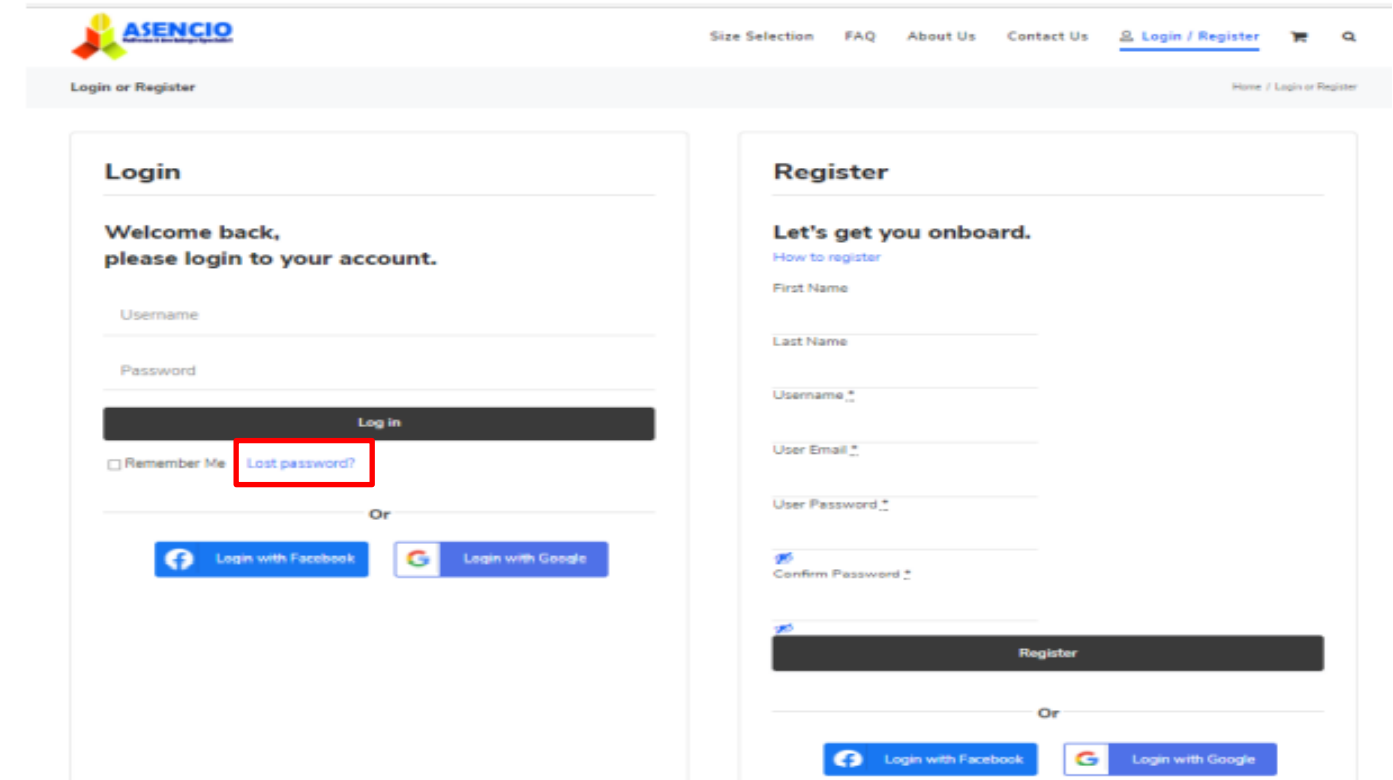
1) Please go to our website www.asencio.com.sg/

- For new time user: Click on Login to do a one-time registration.*
- * You **MUST** provide your child's details in your account in order to view and purchase the required items.
- For existing users: Please login with your ID and password.
- For existing users: Forget password, click on **the lost password** to rest the password

Below are the steps to register an online account:

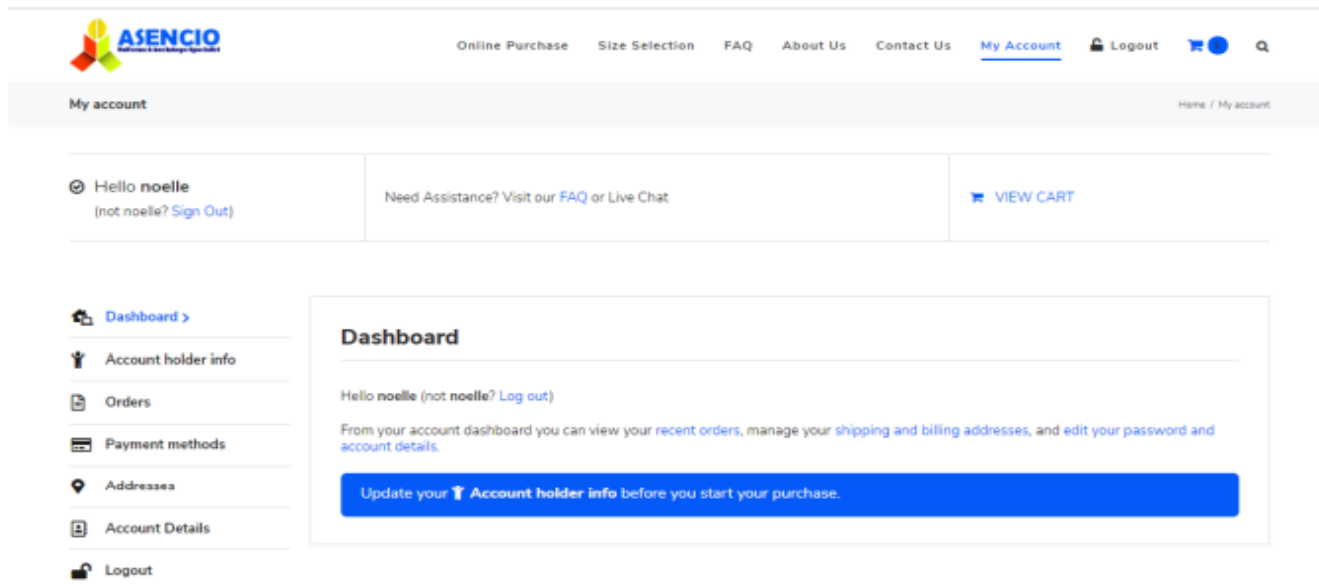
How to Register

Step 1 - Create an account through Register or Connect with Facebook/Google



The screenshot shows the 'Login or Register' page. On the left is the 'Login' section with fields for 'Username' and 'Password', a 'Log in' button, a 'Remember Me' checkbox, and a 'Lost password?' link. Below are 'Login with Facebook' and 'Login with Google' buttons. On the right is the 'Register' section with fields for 'First Name', 'Last Name', 'Username', 'User Email', 'User Password', and 'Confirm Password', a 'Register' button, and 'Login with Facebook' and 'Login with Google' buttons. The 'Lost password?' link is highlighted with a red box.

Step 2 – After login to your Dashboard, click on Account Holder Info



The screenshot shows the 'My account' dashboard. At the top, there's a navigation bar with 'My Account' and 'Logout' links. Below, a user greeting 'Hello noelle (not noelle? Sign Out)' is shown. A 'VIEW CART' button is visible. A sidebar on the left lists navigation options: Dashboard, Account holder info, Orders, Payment methods, Addressses, Account Details, and Logout. The main content area is titled 'Dashboard' and contains a message: 'Hello noelle (not noelle? Log out). From your account dashboard you can view your recent orders, manage your shipping and billing addresses, and edit your password and account details.' A blue button prompts the user to 'Update your Account holder info before you start your purchase.'

Step 3 – Enter child’s info., then Click Submit and you will be able to browse the products related to your school



My account

Home / My account

Hello Carol
(not Carol? [Sign Out](#))

Need Assistance? Visit our [FAQ](#) or [Live Chat](#)

[VIEW CART](#)

Dashboard [Account holder info](#) Orders Payment methods Addresses Account Details Logout

Child information

First Name *

Carol

Last Name *

Lau

Mobile number *

98324917

How many child? *

1

Name Of Student *

Serene Ng

Child BC Last 4 Alphanumeric *

761S

Your child's school *

Pasir Ris Crest Secondary School

Class/Center *

4A

Submit

Step 4 – Online Purchase – Please select the item of your choice.

- Select the size(s) that you'd like to purchase. Press the plus(+) or minus(-) button to increase or decrease the quantity to purchase. Then click "Add to cart".



Pasir Ris Crest Secondary School

Home / School / Secondary / Pasir Ris Crest Secondary School

Sort by Default Order

Show 12 Products



Pasir Ris Crest Secondary Female Blouse

\$10.00 – \$14.00

Select options

Details



Pasir Ris Crest Secondary Female Skirt

\$10.00 – \$14.00

Select options

Details



Pasir Ris Crest Secondary Male Long Pants

\$18.00

Select options

Details



Pasir Ris Crest Secondary Male Shorts

\$9.00 – \$13.50

Select options

Details



Pasir Ris Crest Secondary Male Shirt

\$10.00 – \$13.00

Select options

Details

Step 5 – When you are done, you can click on the shopping cart icon





to view your cart or to check out directly.

© "Pasir Ris Crest Secondary Female Skirt" has been added to your cart.

[Continue shopping](#)

You Have 2 Items In Your Cart

Product	Price	Quantity	Subtotal
 Pasir Ris Crest Secondary Female Blouse - 32	\$10.50	- 1 +	\$10.50 ×
 Pasir Ris Crest Secondary Female Skirt - 34	\$12.50	- 1 +	\$12.50 ×

Have A Promotional Code?

Coupon code

[Apply coupon](#)

Cart totals

Subtotal	\$23.00
Total	\$23.00

[Update cart](#)

[Proceed to checkout](#)

Step 6 – Please check that you have provided the full and correct shipping information (especially contact number and shipping address) to ensure that your order can reach you safely and on time.

Step 7 - After keying in your shipping information, please review your order before making payment. Once you are ready, you would need to key in your credit card details, and then click "Place order" to proceed for payment.

Step 8 - Once your payment is successful, you will receive an automated email from our system with your order details. Do check your inbox, junk mail and spam folder for the email.

Showroom address for walk-in purchase:

120 Hillview Avenue #05-02 Kewalram Hillview

Singapore 669594

Operating hours: 9am – 5pm (Mon-Fri) | 9am – 1pm (Sat)

Closed on Sunday, Eve of PH and PH.

MRT: Hillview MRT station (Bus 176, 963, 970)/

Bukit Batok Station (Bus 173)

Payment modes accepted for walk-in purchases

(Showroom) Cash, Credit Card, PayNow and PayLah! Only

For enquiries:

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