



User guide for online ordering  
of canvases from Octink.

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## Welcome to the Superdry Website User Guide!

We are very pleased to have been appointed as your supplier for in store graphics. As a result we have developed an online webstore for you to place single store orders, making it much easier and quicker for everyone involved.

Once you have placed your order, we have included a simple approval process for those who require it, your order will be sent to your designated approver and will notify you if your order is not approved for any reason.

Once we have received your order via the webstore, you will receive an order acknowledgement informing you that you have successfully place an order with us. We will then prepare a formal order confirmation which includes a full breakdown of your requirements along with all costs associated - this will be sent via email.

We hope you find our webstore quick and easy to use - we welcome any feedback if you feel we have missed anything or if there is anything new you would like to add.

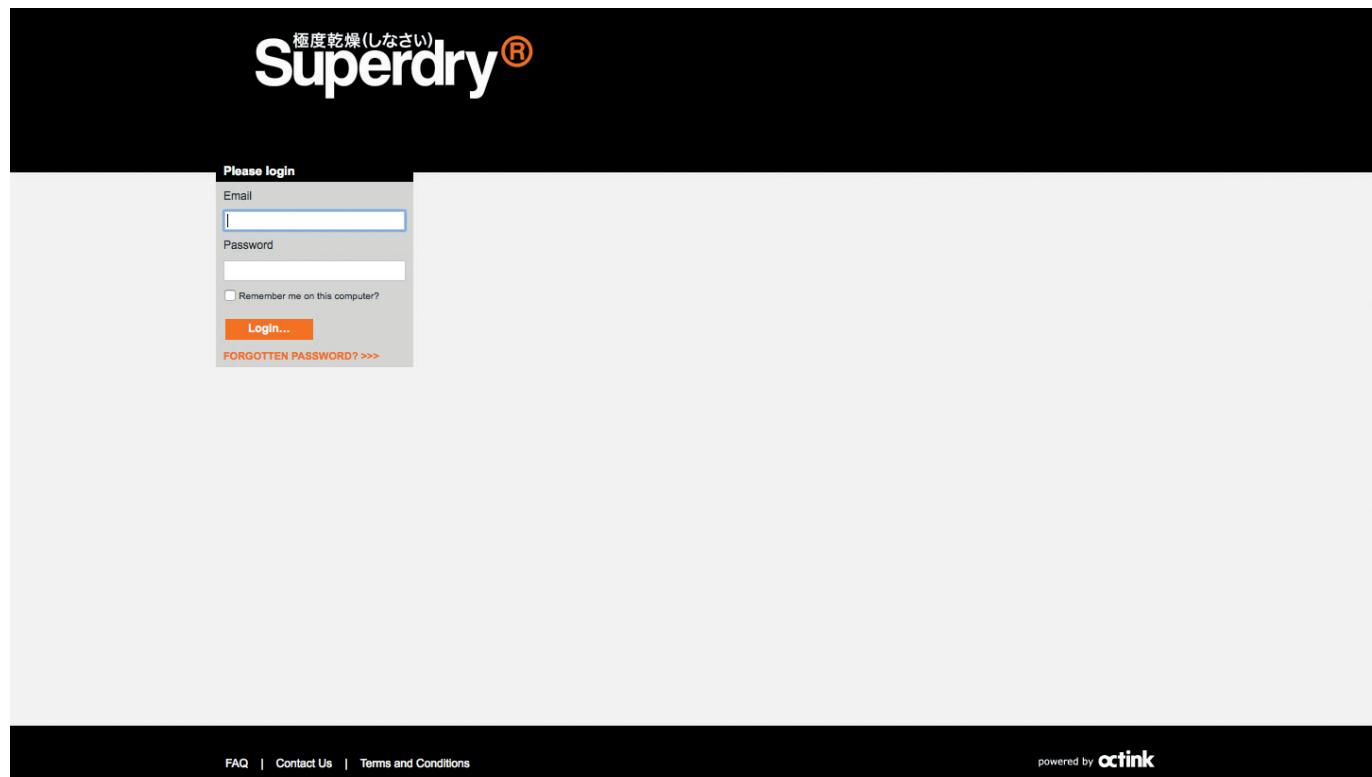
The Octink Team

## Registration process for new users

The new user is committed to supplying his details listed below:

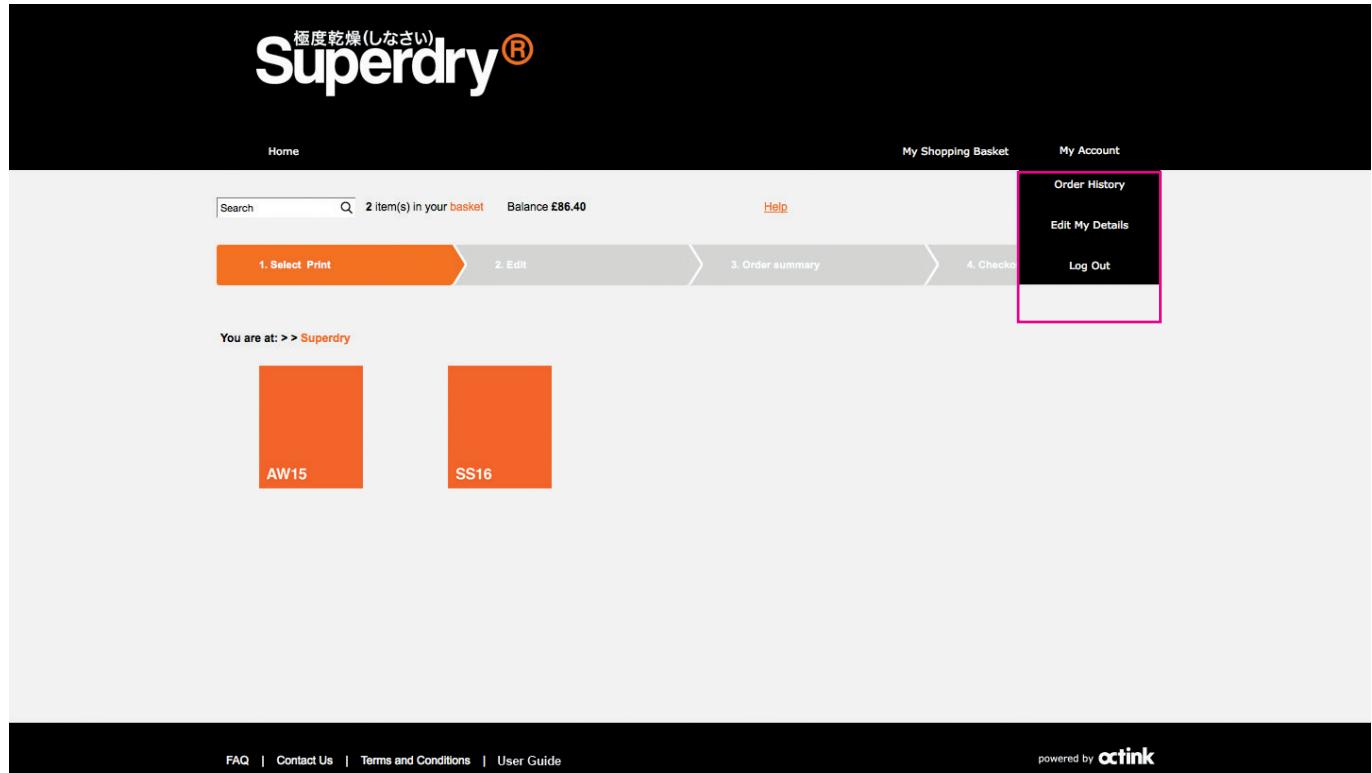
- Full Name
- Job Title
- Email Address
- Contact Number

## Welcome screen



- 1) Open your web browser and go to [superdrystore.octink.com](http://superdrystore.octink.com)
- 2) Enter login details and click Login.
- 4) You will then be taken through to 'Home' section and you are ready to start shopping.
- 4) If you are unable to remember your password then click on FORGOTTEN PASSWORD and enter your email address. Shortly afterwards you should receive an email reminding you of your password.

## My account



The screenshot shows the Superdry My Account page. At the top, there's a navigation bar with links for Home, My Shopping Basket, and My Account. The My Account link is highlighted with a pink box. A dropdown menu for My Account is open, showing options like Order History, Edit My Details, and Log Out. Below the navigation, there's a search bar, a message about 2 items in the basket, and a balance of £86.40. A help link is also present. A progress bar at the bottom indicates steps: 1. Select Print (highlighted in orange), 2. Edit, 3. Order summary, and 4. Check. The main content area shows two orange squares labeled AW15 and SS16. At the bottom, there are links for FAQ, Contact Us, Terms and Conditions, and User Guide, followed by a powered by Octink logo.

**Order History** - this is where you can check previous order breakdowns.

**Edit My Details** - this section is for updating or adding new contact details and delivery addresses.

## Order Process Chart



## General overview of category screen

The screenshot shows the Superdry website's category page for 'cash desk landscape'. The page includes a navigation bar with links to Home, Shopping Basket, and My Account. A search bar at the top left shows 'Search' and '2 item(s) in your basket'. Below the search bar is a breadcrumb trail: You are at: > > Superdry > aw15 > eu international > cash desk landscape. The main content area displays a grid of 20 product thumbnails, each with a title and dimensions. At the bottom, there are pagination controls and links to FAQ, Contact Us, Terms and Conditions, and User Guide.

**Click to go to home page**

**Click to open Shopping Basket page**

**Home**

**My Shopping Basket**

**My Account**

**Click to expand**

**Search items**

**Click to open Shopping Basket page**

**Search** 2 item(s) in your basket Balance £86.40

**Help** Click to go to help page

**1. Select Print** **2. Edit** **3. Order summary** **4. Checkout**

You are at: > > Superdry > aw15 > eu international > cash desk landscape

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**Current category**

**Sort:** A-Z **Sort items**

AW15 CASH DESK EUINT L1 1200x800mm printed canvas.	AW15 CASH DESK EUINT L2 1500x1000mm printed canvas.	AW15 CASH DESK EUINT L3 1800x1200mm printed canvas.	AW15 CASH DESK EUINT L4 2100x1400mm printed canvas.	AW15 CASH DESK EUINT L5 2400x1600mm printed canvas.
AW15 CASH DESK EUINT L6 2700x1800mm printed canvas.	AW15 CASH DESK EUINT L7 3000x2000mm printed canvas.	AW15 CASH DESK ME L1 1200x800mm printed canvas.	AW15 CASH DESK ME L2 1500x1000mm printed canvas.	AW15 CASH DESK ME L3 1800x1200mm printed canvas.
AW15 MULTI FR L6 2700x1800mm printed canvas.	AW15 MULTI FR L7 3000x2000mm printed canvas.	AW15 MULTI IRE L1 1200x800mm printed canvas.	AW15 MULTI IRE L2 1500x1000mm printed canvas.	AW15 MULTI IRE L3 1800x1200mm printed canvas.
AW15 MULTI IRE L4 2100x1400mm printed canvas.	AW15 MULTI IRE L5 2400x1600mm printed canvas.	AW15 MULTI IRE L6 2700x1800mm printed canvas.	AW15 MULTI IRE L7 3000x2000mm printed canvas.	AW15 MULTI NL L1 1200x800mm printed canvas.

Page 1 of 2 [ Back | Next ] **Click to open next page**

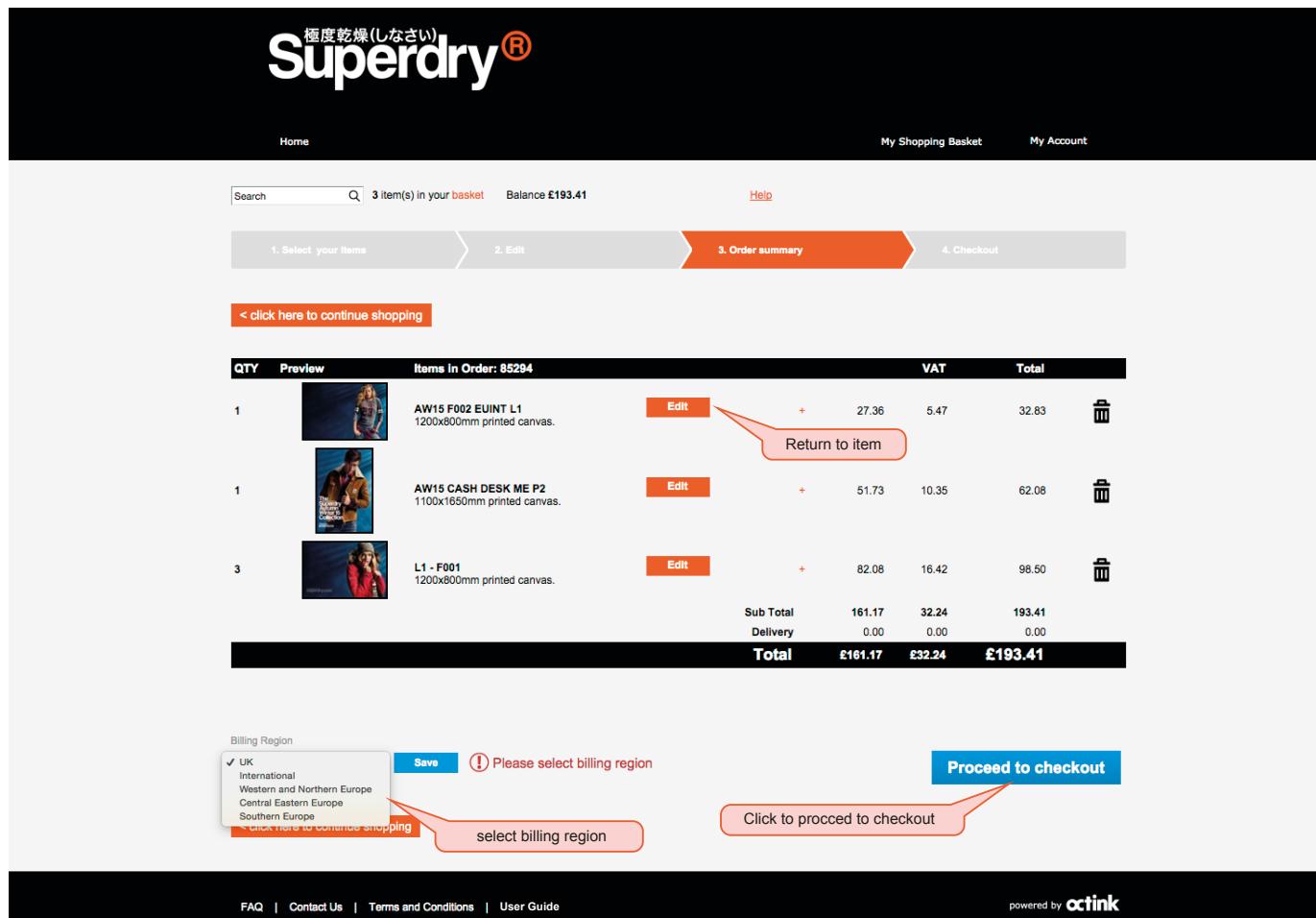
FAQ | Contact Us | Terms and Conditions | User Guide

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## General overview of product screen

The screenshot shows the Superdry product screen with a 'Canvas layout' for item selection. The layout includes a navigation bar with 'Home', 'My Shopping Basket', and 'My Account'. Below the navigation is a search bar, a basket status '1 item(s) in your basket', and a balance 'Balance £32.83'. A help link is also present. The main area features a product card for 'AW15 MULTI UK + IRE OUTLET + AIRPORT L6' with tabs for 'Info' (selected), 'Quote', and 'Help'. The 'Info' tab contains fields for 'Copies' (set to 1, labeled 'Entry quantity') and 'Fixings' (set to 'None', labeled 'Select type of fixing'). The price is listed as £138.51 with an 'Add to Basket' button. To the left of the product card is a promotional banner for the 'Full Collection' on Superdry.com with 'Free Delivery'. Below the product card is a 'Store Reference/Location in Store' input field with placeholder text 'Example: Kingston upon Thames / Cash Desk' (labeled 'Entry store reference and location'). The bottom of the page includes links for 'FAQ', 'Contact Us', 'Terms and Conditions', and 'User Guide', along with a 'powered by octink' logo.

## General overview of basket screen



The screenshot shows the Superdry basket screen with the following details:

- Header:** Superdry logo with the slogan "極度乾燥(しなさい)" above it.
- Navigation:** Home, My Shopping Basket, My Account.
- Basket Summary:**
  - Search bar: Search Q 3 item(s) in your basket Balance £193.41 Help
  - Progress Bar: 1. Select your items → 2. Edit → 3. Order summary (highlighted in orange) → 4. Checkout
  - Text: < click here to continue shopping
- Items in Order:**

QTY	Preview	Items in Order: 85294	VAT	Total
1		AW15 F002 EUINT L1 1200x800mm printed canvas.	Edit + 27.36 5.47	32.83
1		AW15 CASH DESK ME P2 1100x1650mm printed canvas.	Edit + 51.73 10.35	62.08
3		L1 - F001 1200x800mm printed canvas.	Edit + 82.08 16.42	98.50
			Sub Total 161.17 32.24 193.41	
			Delivery 0.00 0.00 0.00	
			<b>Total £161.17 £32.24 £193.41</b>	
- Billing Region:**
  - UK International Western and Northern Europe Central Eastern Europe Southern Europe
  - < click here to continue shopping
  - Save
  - Please select billing region
  - Proceed to checkout**
- Bottom Navigation:** FAQ | Contact Us | Terms and Conditions | User Guide. Powered by **octink**.

## The confirmation process

Once the order has been completed, the user will receive a notification email as shown below.

Job reference <b>124527</b>			
<p>Thank you for your order number 124527. Please find the full details of the order below.</p>			
<p>John Smith  <b>Octink</b>  Crown House  30 Commerce Rd  Brentford  Middx  TW8 8LE</p> <p><a href="mailto:j.smith@octink.com">j.smith@octink.com</a></p>	<p>Order number - 124527  Customer order reference - 3535  Date - 09/11/2015 08:05:34</p>		
<b>Qty</b>	<b>Preview</b>	<b>Item Description</b>	<b>Sub Total</b>
1		<b>AW15 F001 EUINT L1</b> Item Description: 1200x800mm printed canvas. Notes to Production Kingston upon Thames / Upstairs window	<b>£44.76</b>
<b>Delivery Address</b>		<p>SUB Total - £44.76  VAT (@ 20%) - £8.95  We will contact you regarding delivery charge.</p>	
<b>TOTAL: £53.71</b>			
<p>powered by <b>octink</b></p>			