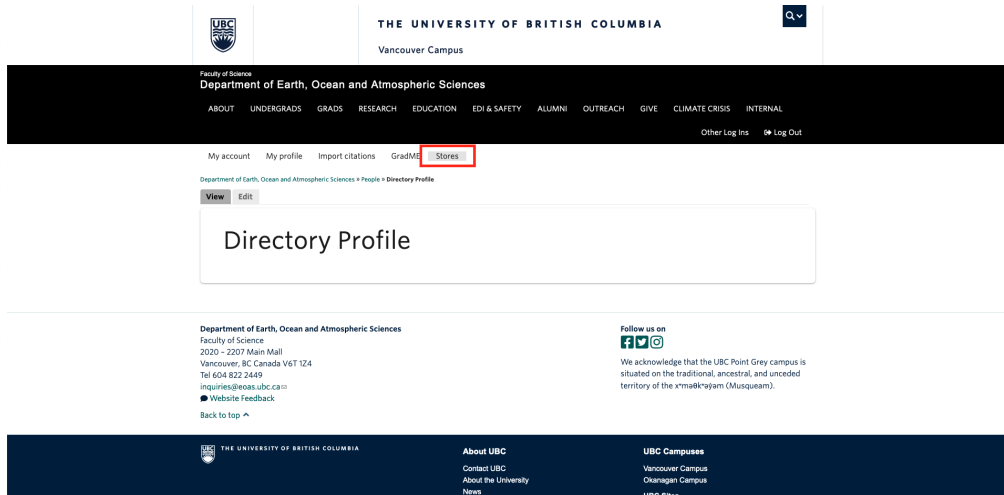## How to Purchase Items with Stores on the EOAS Website
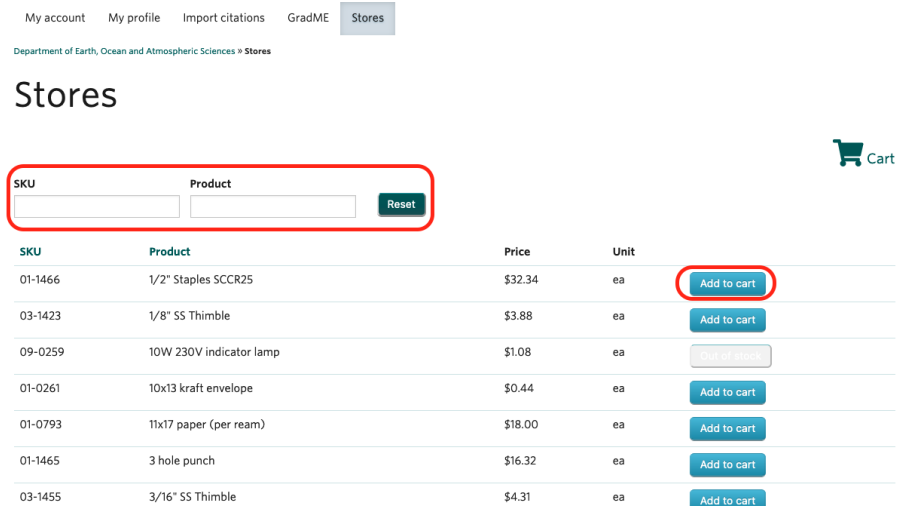
Vincent Wu - 2022-05-11 - Applications

1. [Login to the EOAS website](#) and click on 'Stores' in the white menu bar

2. Add the items you want to your cart by clicking 'add to cart' beside the product name. Out of stock items will have their add to cart button greyed out.

    1. You can filter products by name or SKU

3. Click the shopping cart icon or 'cart' to go to your cart

Department of Earth, Ocean and Atmospheric Sciences » Stores

Stores

🛒 Cart

SKU	Product		Price	Unit	
	battery	Reset			

SKU	Product	Price	Unit	
04-0601	BATTERY 'AA'	$1.91	ea	Out of stock
04-0641	BATTERY 'MS-76'	$2.82	ea	Add to cart
04-0651	BATTERY 'PX-625'	$2.40	ea	Add to cart
04-0636	battery 6-volt (large sq)	$13.20	ea	Out of stock
04-0597	MN21/BR22 battery	$3.00	ea	Out of stock

4. Review the items and quantity you have added
   1. Click the 'Remove' button to remove the items you don't want
   2. Change or correct the quantity of items by entering the desired amount, then click 'Update cart'

Department of Earth, Ocean and Atmospheric Sciences » Shopping cart

Shopping cart

🏪 Back to Stores

SKU	Product	Price	Unit	Quantity	Total	Remove
04-0641	BATTERY 'MS-76'	$2.82	ea	1	$2.82	Remove
04-0651	BATTERY 'PX-625'	$2.40	ea	1	$2.40	Remove

Total: $5.22

Update cart Checkout

5. Click 'Checkout'

Department of Earth, Ocean and Atmospheric Sciences » Shopping cart

Shopping cart

🏪 Back to Stores

SKU	Product	Price	Unit	Quantity	Total	Remove
04-0641	BATTERY 'MS-76'	$2.82	ea	1	$2.82	Remove
04-0651	BATTERY 'PX-625'	$2.40	ea	1	$2.40	Remove

Total: $5.22

Update cart Checkout

6. Review your order and enter your billing information:
   1. First and last name
   2. Speed Chart, Workday tag, and/or activity code

Checkout

Shopping cart contents

SKU	Product	Price	Quantity	Total
04-0641	BATTERY 'MS-76'	$2.82	1	$2.82
04-0651	BATTERY 'PX-625'	$2.40	1	$2.40
			Order total	$5.22

Account information

Username

E-mail address
.@eoas.ubc.ca

Billing information

Full name *

Speed Chart *

Workday Tag *

Click here for Speed Chart to Workday Tag converter

Activity Code (optional)

[Continue to next step] or [Cancel]

7. Review your order and billing information
8. Click 'continue to next step' to finalize order

My account   My profile   Import citations   GradME   Stores

Review order

Review your order before continuing.

Shopping cart contents

SKU	Product	Price	Quantity	Total
04-0641	BATTERY 'MS-76'	$2.82	1	$2.82
04-0651	BATTERY 'PX-625'	$2.40	1	$2.40
			Order total	$5.22

Account information

Username

E-mail address
@eoas.ubc.ca

Billing information

EOAS Test
Speed Chart

Workday Tag

[Continue to next step] or Go back

9. You will receive an order confirmation of your order. When your order is ready for pickup, you will receive another email.