

ONLINE ORDERING GUIDE

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

➤ For new 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.

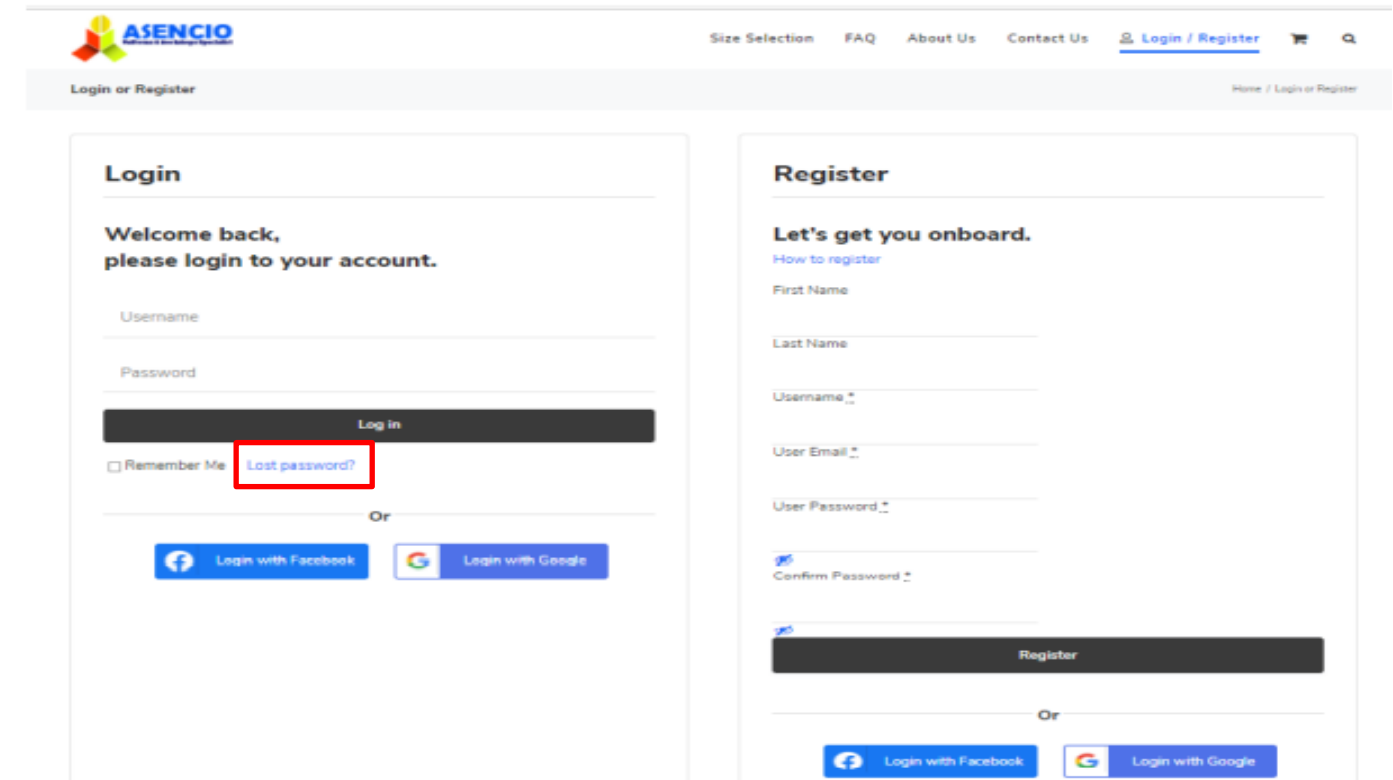
➤ For existing users: Please login with your ID and password.

➤ For existing users: Forget password, click on **the lost password** to reset 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 ASECIO website's login and registration interface. The top navigation bar includes links for Size Selection, FAQ, About Us, Contact Us, and a Login / Register link. Below the navigation bar, there are two main sections: Login and Register.

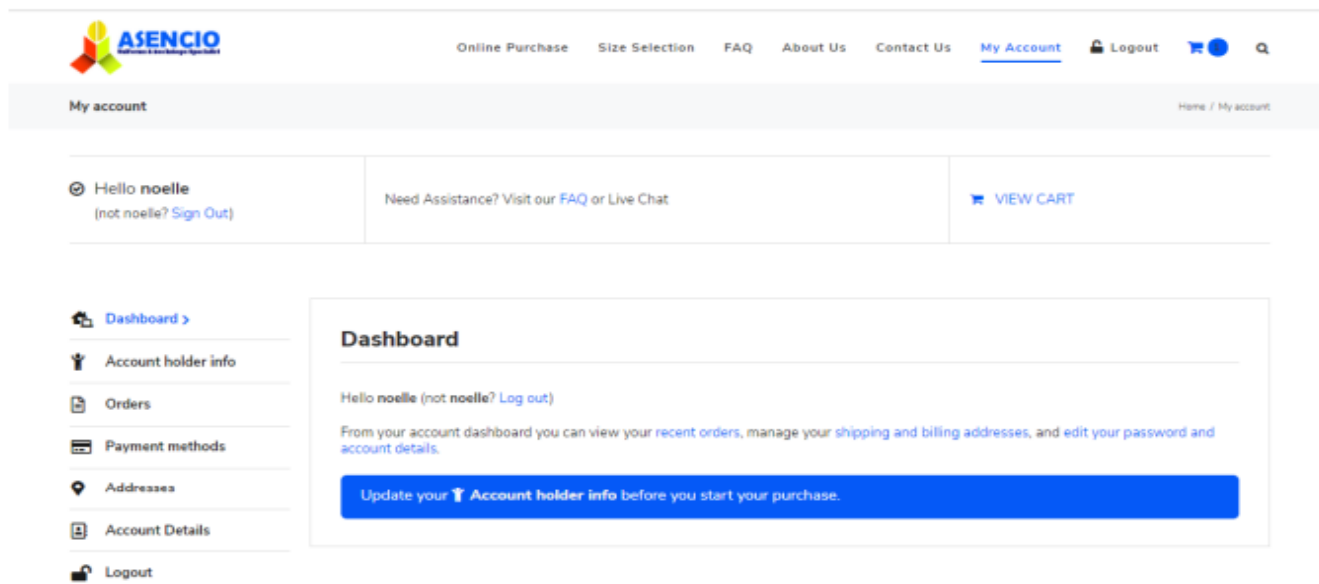
Login Section:

- Header: **Login**
- Text: **Welcome back, please login to your account.**
- Fields: Username, Password
- Buttons: Log in, Remember Me, **Lost password?** (highlighted with a red box)
- Or
- Buttons: Login with Facebook, Login with Google

Register Section:

- Header: **Register**
- Text: **Let's get you onboard.**
- Text: [How to register](#)
- Fields: First Name, Last Name, Username, User Email, User Password, Confirm Password
- Buttons: Register, Login with Facebook, Login with Google

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



The screenshot shows the ASECIO website's 'My Account' dashboard. The top navigation bar includes links for Online Purchase, Size Selection, FAQ, About Us, Contact Us, My Account, Logout, and a shopping cart icon. Below the navigation bar, there is a 'My account' header and a 'Hello noelle' greeting with a 'Sign Out' link.


Dashboard Section:

- Header: **Dashboard**
- Text: Hello noelle (not noelle? [Log out](#))
- Text: From your account dashboard you can view your recent orders, manage your shipping and billing addresses, and edit your password and account details.
- Buttons: **Update your Account holder info before you start your purchase.**

Left Sidebar:

- Dashboard >
- Account holder info
- Orders
- Payment methods
- Addresses
- Account Details
- Logout

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



Online PurchaseSize SelectionFAQAbout UsContact UsMy AccountLogout

My accountHome / My account

DashboardAccount holder infoOrdersPayment methodsAddressesAccount DetailsLogout


Child information

First Name *	Last Name *
<input type="text"/>	<input type="text"/>
Mobile number *	How many child? *
<input type="text"/>	<input type="text" value="1"/>
Name Of Student *	Child BC Last 4 Alphanumeric *
<input type="text"/>	<input type="text"/>
Your child's school *	Class/Center *
<input type="text" value="Xingnan Primary School"/>	<input type="text"/>

Submit

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

- For each item, there will be a size chart displayed at the bottom of their page. You may use it as a guide to determine what size to purchase for your child.
- 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”.




Online PurchaseSize SelectionFAQAbout UsContact UsMy AccountLogout

ShopHome / Shop

Sort by Default Order


Show 12 Products



Xingnan Primary Unisex T-Shirt

\$7.00


Select optionsDetails



Xingnan Primary Male Shorts

\$8.00 – \$12.00


Select optionsDetails



Xingnan Primary Female Skorts

\$9.00 – \$12.00


Select optionsDetails



Xingnan Primary School Name Tags

\$5.00


Select optionsDetails



Xingnan Primary Unisex Shoes

\$15.00 – \$16.00


Select optionsDetails



Xingnan Primary Socks

\$2.00

Select optionsDetails



XNPS for FAS Students only

\$0.00

Select optionsDetails

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





to view your cart or to check out directly.

☺ "Xingnan Primary Unisex T-Shirt" has been added to your cart.

[Continue shopping](#)

You Have 2 Items In Your Cart

Product	Price	Quantity	Subtotal	
 Xingnan Primary Female Skorts - 28	\$11.00	<input type="button" value="-"/> <input type="text" value="1"/> <input data-bbox="1091 434 1115 456" type="button" value="+"/>	\$11.00	<input type="button" value="x"/>
 Xingnan Primary Unisex T-Shirt - 32	\$7.00	<input type="button" value="-"/> <input type="text" value="1"/> <input data-bbox="1091 544 1115 566" type="button" value="+"/>	\$7.00	<input type="button" value="x"/>

Have A Promotional Code?

Coupon code

Cart totals

Subtotal \$18.00

Shipping

☒ Self collection at School
☐ Home Delivery: \$6.00
Shipping options will be updated during checkout.

Total

\$18.00

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)

For enquiries:

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