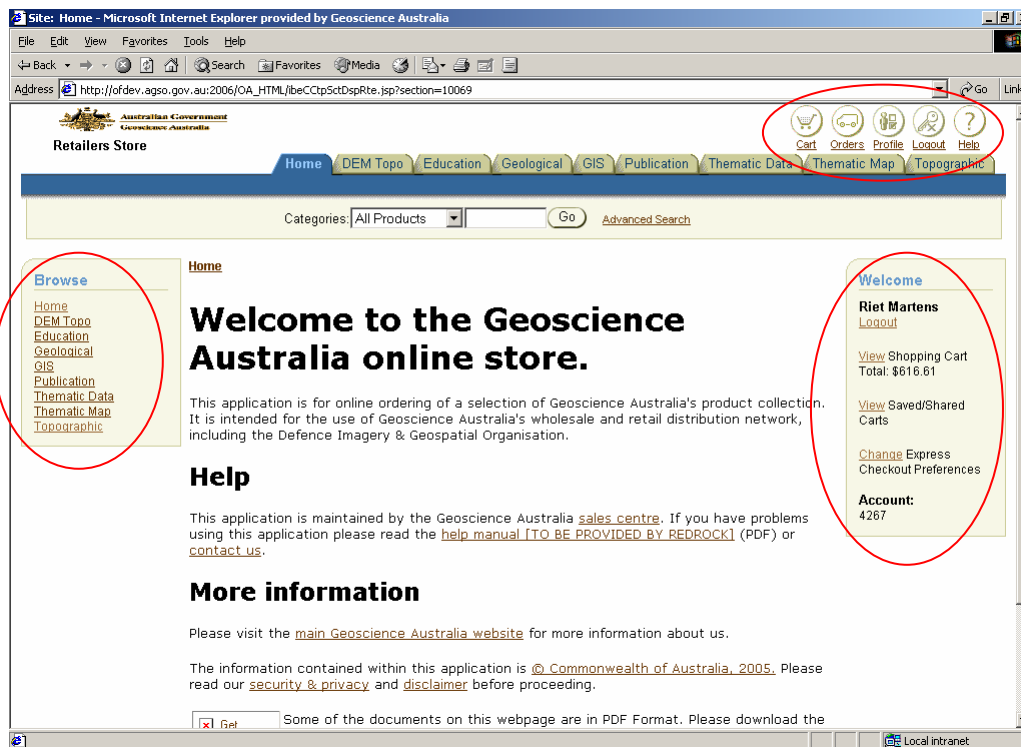


Quick Links:

Icon Descriptions	2
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These notes provide a description of the Front Screen (home page) icons and buttons for the GA Online Store application. It is intended for the use of Geoscience Australia's wholesale and retail distribution network. This includes the Defence Imagery and Geospatial Organisation.



The icons shown on the top right hand side are:

- Cart
- Orders
- Profile
- Logout
- Help

When an icon is selected the colour changes.

In the 'Browse' section on the left hand side the categories of products are shown. These are also repeated in the tabs across the top of the screen. This assists in searching for products by category. The options are:

- Home
- DEM Topo
- Defence
- Education
- Geological
- GIS
- Publication
- Thematic Data
- Thematic Map

- Topographic

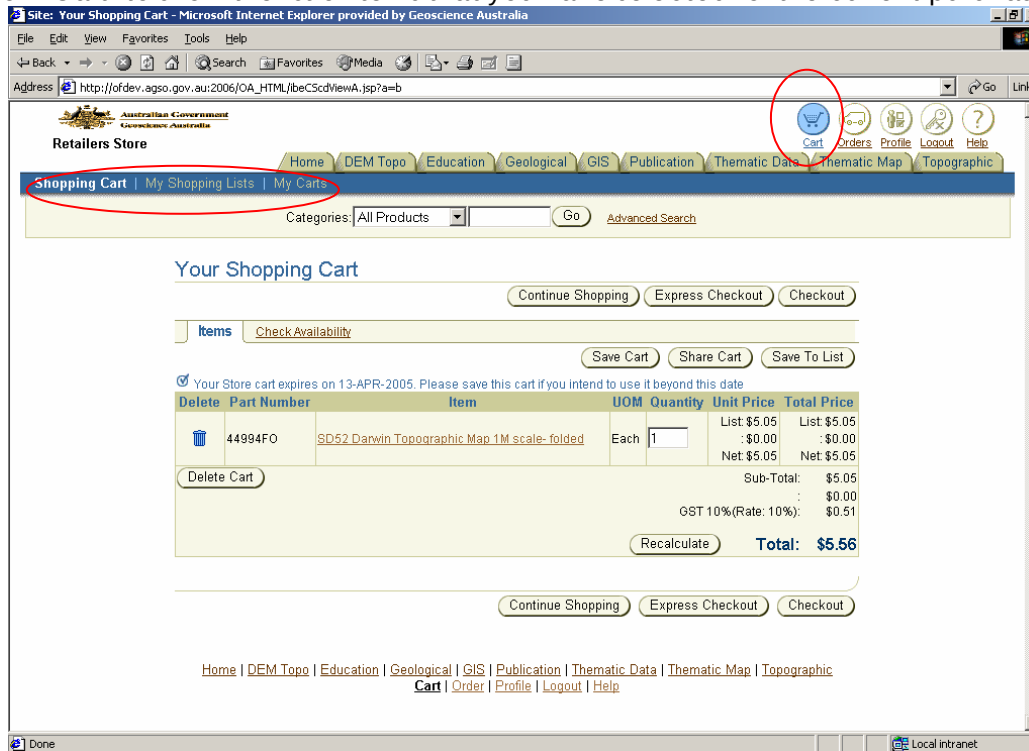
On the right hand side of the Home page there are a number of quick links. They are:

- <username> Logout
- View Shopping Cart
- View Saved/Shared Carts
- Change Express Checkout Preferences (not an option for Defence customers)
- Account selection (if there are multiple accounts)

Icon Descriptions



Click on 'Cart' to show the list of items that you have selected for the current purchase.

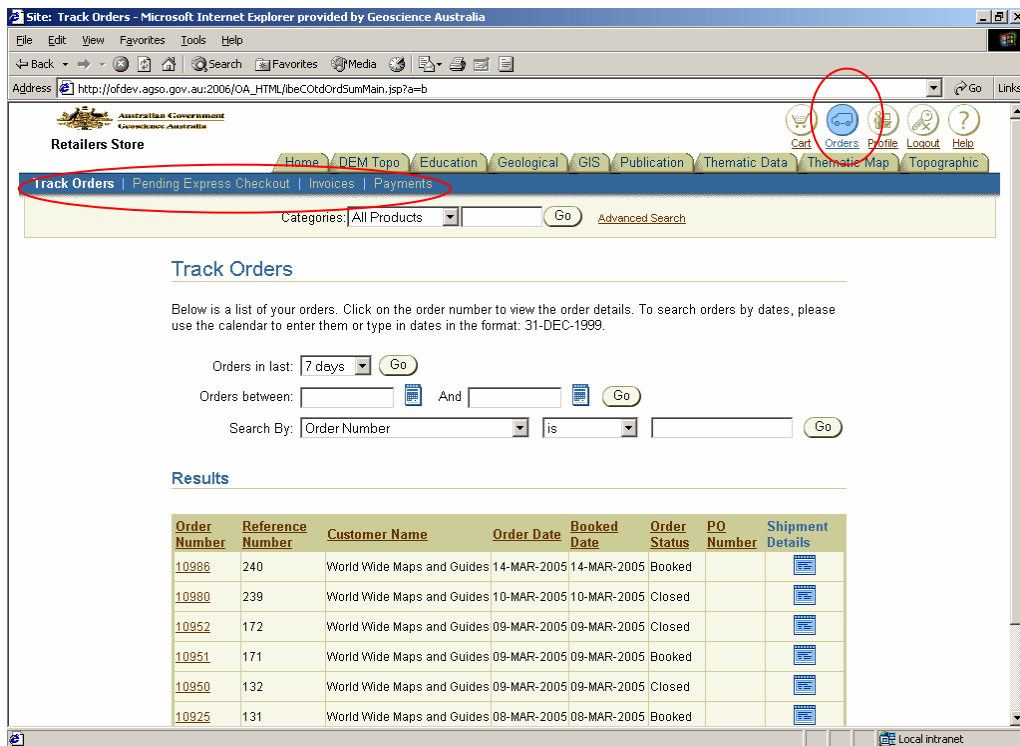


Other options that can be shown are:

- *My Shopping Lists* – list of saved selected items for purchase. For additional information about shopping lists see 'Online Store User Guide OM07 – Create a Shopping List'.
- *My Carts* – lists of shopping carts that have been saved and shopping carts that are shared by you or to you. For additional information about shared carts see 'Online Store User Guide OM08 - Share a Cart (Defence Approval)'.



Click on 'Orders' to show the list of orders you have created and have been completed from the shopping cart. This list can be selected by recent number of days, a date range, or order and reference numbers. For additional information about orders see 'Online Store User Guide OM10 -Track Orders'.

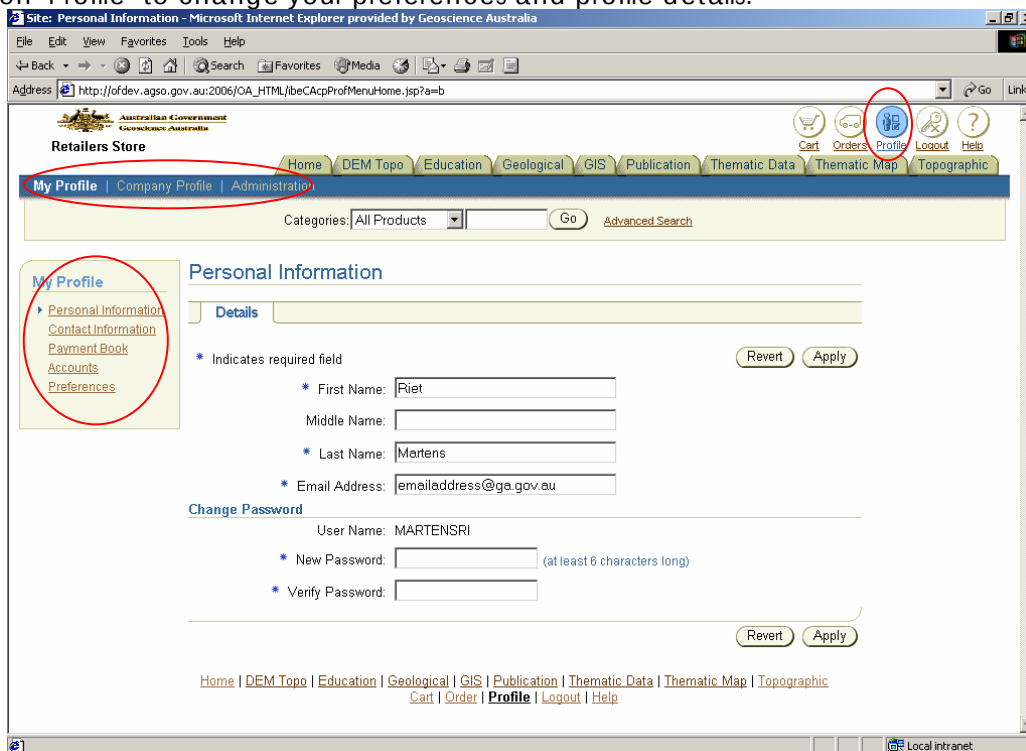


Other options that can be shown are:

- *Pending Express Checkout* – list of pending orders ready for Express Checkout. This option is only available if Express Checkout is available for the customer. (ie. Defence customers will not see this option.)
- *Invoices* – lists of purchases that you have created invoices for. These can also be selected by recent number of days, a date range, or order and reference numbers.
- *Payments* – lists of payments against invoices you have created. These can also be selected by recent number of days, a date range, or order and reference numbers.



Click on 'Profile' to change your preferences and profile details.



For the 'My Profile' option these include:

- *Personal Information* – including password.
- *Contact Information* – multiple email addresses and phone numbers.
- *Payment Book* – define one or many payment options.
- *Account* – define one or many billing accounts.

- *Preferences* – formats, order, shipping and billing preferences.

Other options that can be shown are:

- *Company Profile* – organisation, contact and administrators information.
- *Administration* – maintain lists of contacts for the organisation. This option is only available for users with Administration roles.



[Logout](#)

Click on 'Logout' logs you out of the application and redisplay the login screen.

* If you have some unsaved work it will **NOT** prompt you to save the work.



[Cart](#)



[Orders](#)



[Profile](#)



[Logout](#)



[Help](#)

Click on 'Help' shows help for the application. The application is maintained by the Geoscience Australia Sales Centre. If the help in the application is not sufficient contact the Sales Centre.

Browse Descriptions

These links show the categories of products available for purchase. For more information about finding a product see '*Online Store User Guide OM02 - Find a Product*'.



Click on a link to show the products in that category.

Browse

- [Home](#)
- [DEM Topo](#)
- [Education](#)
- [Geological](#)
- [GIS](#)
- [Publication](#)
- [Thematic Data](#)
- [Thematic Map](#)
- [Topographic](#)

DEM Topo

DEM Topographic

[Add to Cart](#)
[Express Checkout](#)

Select	Product	Unit Price
☐	GEODATA 9 Second Digital Elevation Model (DEM-9S) DEM topographic (Part Number 48026)	\$63.00 Each
☐	Grid Digital Elevation Model (DEM) 3 and 18 Seconds of Arc DEM topographic (Part Number 48027)	\$63.00 Each

If the category has sub categories the list in the 'Browse' Section will be expanded and the subcategories will be displayed.

Browse

- [Home](#)
- [DEM Topo](#)
- [Education](#)
- [Geological](#)
- [GIS](#)
- [Publication](#)
- [Thematic Data](#)
- [Thematic Map](#)
- [Administrative Boundary](#)
- [Environment](#)
- [Infrastructure](#)
- [Geoscience](#)
- [Tourist](#)
- [Topographic](#)

Thematic Map

- [Administrative Boundary](#)
- [Infrastructure](#)
- [Tourist](#)
- [Environment](#)
- [Geoscience](#)

Click on the subcategory link to show the products in that subcategory.

Select	Product	Unit Price
☐	Asia Pacific Thematic Map Tourist (Part Number 60920)	\$5.05 Each
☐	Asia Pacific Thematic Map Tourist- folded (Part Number 60920FO)	\$5.05 Each
☐	Australia tourist map Thematic Map Tourist (Part Number 42256)	\$5.05 Each
☐	Australia tourist map Thematic Map Tourist- folded (Part Number 42256FO)	\$5.05 Each
☐	Australian Capital Territory Map (Part Number 42279)	\$5.05 Each
☐	Australian Capital Territory Map- folded (Part Number 42279FO)	\$5.05 Each
☐	Kakadu National Park Thematic Map Tourist (Part Number 42276)	\$5.05 Each

For additional information on how to purchase a product see 'Online Store User Guide OM03 - Purchase a Product'.

***** You can only view detailed information about a product in one of two ways. **Select** the item from the list and **click** 'Add to Cart', then **click** on the product link provided in the shopping cart. OR **Search** on the product name, using a simple search or an advanced search, then **click** on the product link provided in under 'Results' heading.

Welcome Descriptions

Options under the Welcome heading can change depending on the permissions of the user, the profile options for the user and the profile options for the customer.

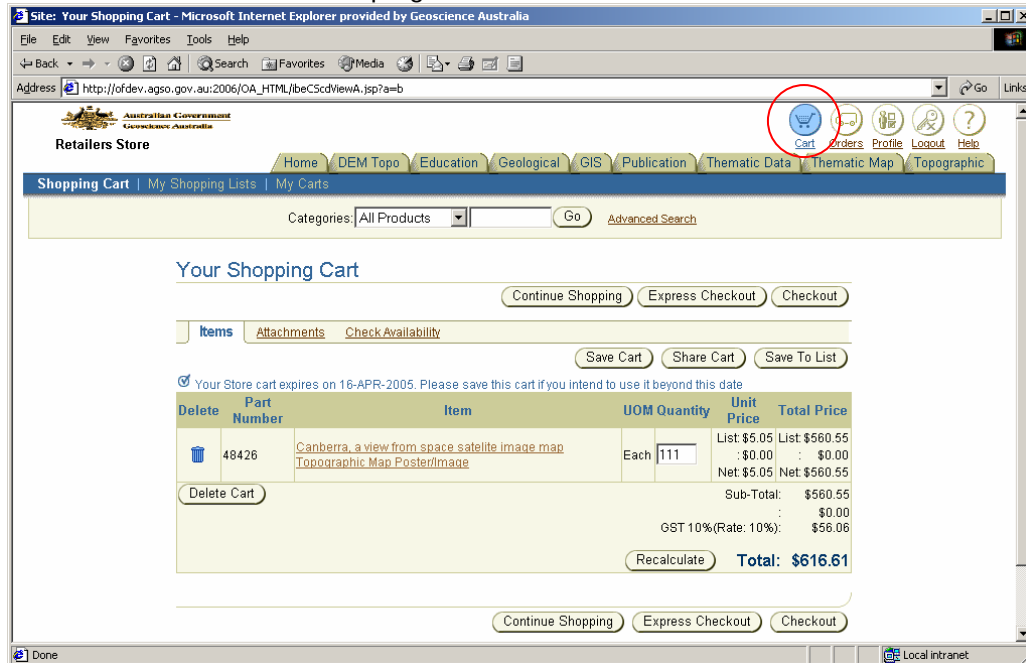
Click on 'Logout' logs you out of the application and redispays the login screen. This is the same as if you clicked on the 'Logout' icon in the top right hand side of the screen.

***** If you have some unsaved work it will **NOT** prompt you to save the work.

[View Shopping Cart](#)
Total: \$616.61

[View Saved/Shared
Carts](#)

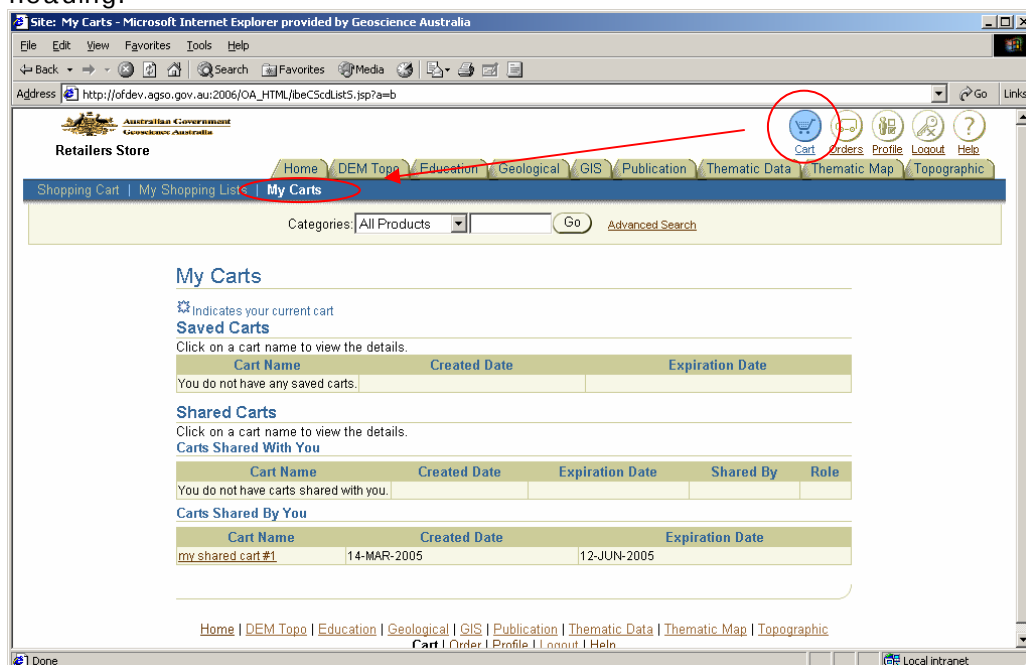
Click on 'View' displays the contents of the current shopping cart. This is the same as if you clicked on the 'Cart' icon in the top right hand side of the screen.



[View Shopping Cart](#)
Total: \$616.61

[View Saved/Shared
Carts](#)

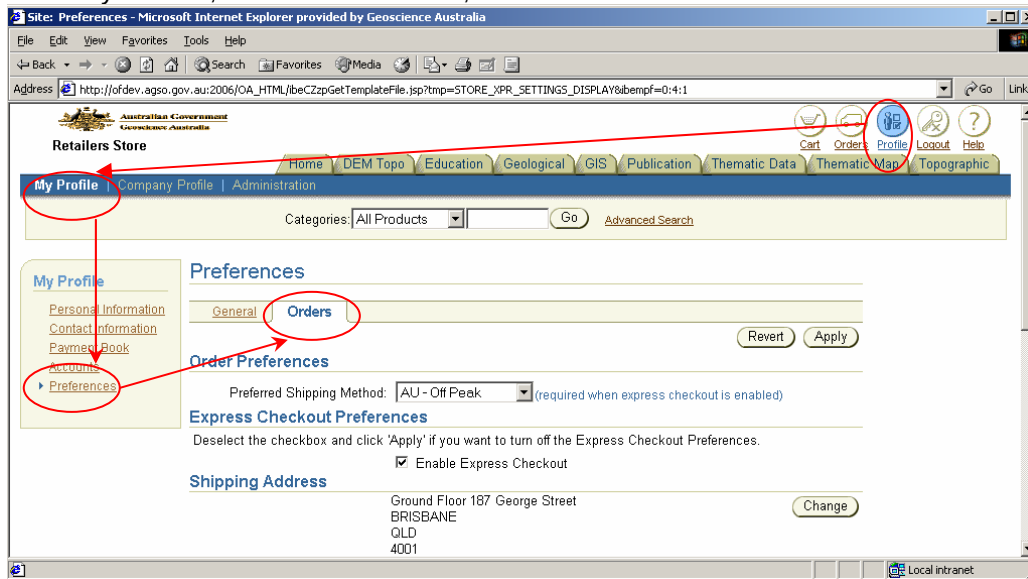
Click on 'View' displays the list of Saved and Shared Carts. This is the same as if you clicked on the 'Cart' icon in the top right hand side of the screen, and then clicked on the 'My Carts' heading.



[Change Express Checkout Preferences](#)

* This option is not available to all customers.

Click on 'Change' displays the list Express Checkout Preferences for the user. This is the same as if you clicked on the 'Profile' icon in the top right hand side of the screen, and then clicked on 'My Profile', then 'Preferences', then 'Orders'.



If the user has only been assigned one account to work from the account number will be displayed in the welcome box.

Account:
4267

If the user has a number of accounts to choose from then there will be a dropdown list to choose from. The primary account number defined in the user preferences will be shown when the user first logs in. To change to another account select the other account from the dropdown list.

Account:
1042
1042
6606

This sets the account for all the screens showing carts and orders.