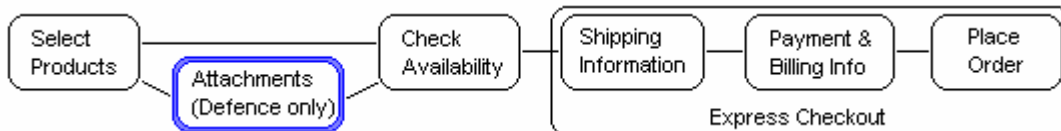


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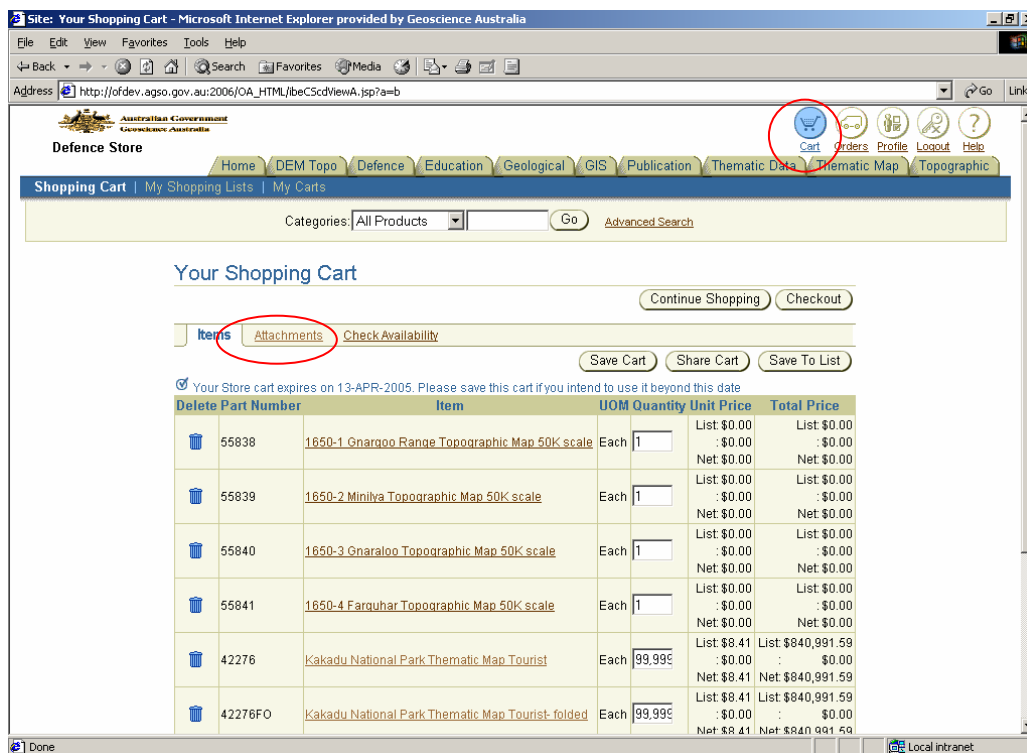
Attach a Document (Defence)

These notes provide instructions for Defence customers on how to attach documents to shopping carts while using the GA Online Store application. This includes the Defence Imagery and Geospatial Organisation.

This feature is only available to Defence shopping carts or orders. That is users who have had the GA_DEFENCE_USER_ROLE and/or the GA_DEFENCE_BUS_USER_ROLE roles assigned to them.



Click on the 'Cart' icon in the top right hand corner. This will show the current shopping cart items.



Click the 'Attachments' link. This link will only be displayed if the user has the correct Defence role.

Your Shopping Cart

Items Attachments Check Availability

Save Cart Share Cart Save To List

Your Store cart expires on 13-APR-2005. Please save this cart if you intend to use it beyond this date

Delete	Part Number	Item	UOM	Quantity	Unit Price	Total Price
	55838	1650-1 Gnargoo Range Topographic Map 50K scale	Each	1	List \$0.00 :\$0.00 Net \$0.00	List \$0.00 :\$0.00 Net \$0.00
	55839	1650-2 Minilva Topographic Map 50K scale	Each	1	List \$0.00 :\$0.00 Net \$0.00	List \$0.00 :\$0.00 Net \$0.00
	55840	1650-3 Gnarlaloo Topographic Map 50K scale	Each	1	List \$0.00 :\$0.00 Net \$0.00	List \$0.00 :\$0.00 Net \$0.00
	55841	1650-4 Farquhar Topographic Map 50K scale	Each	1	List \$0.00 :\$0.00 Net \$0.00	List \$0.00 :\$0.00 Net \$0.00
	42276	Kakadu National Park Thematic Map Tourist	Each	99.99	List \$8.41 :\$0.00 Net \$8.41	List \$840,991.59 :\$0.00 Net \$840,991.59
	42276FO	Kakadu National Park Thematic Map Tourist- folded	Each	99.99	List \$8.41 :\$0.00 Net \$8.41	List \$840,991.59 :\$0.00 Net \$840,991.59

Add Attachments

File	Description	Added Date	Remove
No attachments have been added.			

Click on 'Add Attachments' button.

[Items](#)
[Attachments](#)
[Check Availability](#)

* Indicates required field

* File

* Description:

1. Manually **enter** in the file name including the path OR **click** on the 'Browse ...' button.
The 'Browse ...' button shows a generic folder selection option to choose the file from the file system. **Select** the file to be attached.
2. **Enter** a description for the attached file.
3. **Click** on the 'Apply' button.

Any number of attachments may be added to the shopping cart.

Your Shopping Cart

[Items](#)
[Attachments](#)
[Check Availability](#)

File	Description	Added Date	Remove
UserProfiles.txt	description for attachment	14-MAR-2005	
<u>acro6uninstall.log</u>	attachment document #2	14-MAR-2005	

To remove an attachment **click** on the 'trashcan' icon under the 'Remove' heading.

To view the contents of the attachment **click** on the file name link under the 'File' heading.

Once an order is placed attachments may not be added or removed.