

Step by step guide
to pass an order on
www.editions365.com

- Are you having trouble trying to pass your order ? Don't worry !
- Follow this step by step guide, or call our Client Manager Héloïse during opening hours at +33 1 53 43 83 43.

Step 1 : Select a product

▪ Nouveaux thèmes pour 2012 :

- Comme tous les ans, son **chevalet intégré** vous permet de poser votre Almaniak où vous voulez, et vous pouvez utiliser son **étui malin** pour conserver toutes vos fiches au fur et à mesure et les relire à volonté !
- Disponible dès le 12 octobre 2011 en librairie et grande surface.



Les Almaniaks® Vie Pratique 2012

<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>
<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>
<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>	<p>12.90 €</p>

Click on the product

Recherche

FAQ

- Comment commander ?
- Frais de port uniques de 3.90€
- Lire toutes les FAQ
- Posez-nous vos questions
- Téléchargez nos CGV
- Téléchargez notre procédure de commande

Recrutement

- Voir nos annonces

Catalogue

- Téléchargez notre catalogue

Step 2 : Add to basket

les Almaniaiks®



Almaniaiks page-a-day calendar!

Vie Pratique 2012

Inspirations 2012

Scolaires 2011-2012

Pensées 2012

Cartes Postales 2012

Activités 2012

► [Retour collection](#)

les Almaniaiks®

Quiz Culture générale 2012

Quiz Culture générale 2012

640 pages / 11,5 x 14,7 cm

...at a day, with proper explanations, to know everything
...t everything !

...ous subjects : history, science, sport, art...

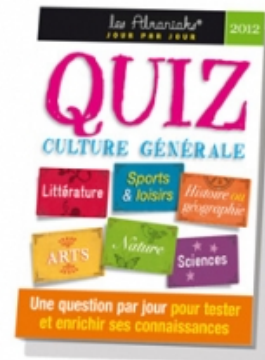
...rks to its elegant box, you can keep all the pages after
...you've torn them apart !

- Price : **12.90 €**
- Estimated dispatched time : **immédiat**

+ Add to Basket

► [Save it in my notebook](#)

► [See inside](#)



Click on :
Add to basket

Step 3 : See your basket

les Almanaks®

Almanaks page-a-day calendar!

12 Ins
2012

Vous venez d'ajouter
Quiz Culture générale 2012
à votre panier

Retour collection

les Almanaks®

Quiz Culture générale 2012
640 pages / 11,5 x 14,7 cm

- A test a day, with proper explanations, to know everything about everything !
- Various subjects : history, science, sport, art...
- Thanks to its elegant box, you can keep all the pages after you've torn them apart !
- Price : **12.90 €**
Estimated dispatched time : **immédiat**

+ Add to Basket

Save it in my notebook

See inside

Voir votre panier

Poursuivre vos achats

2012

23

Click on :

« [Voir votre panier](#) »

Step 4 : Calculate the shipping fees

The screenshot shows a shopping basket interface. At the top, there's a navigation bar with steps: 1 My basket, 2 My identification, 3 My shipping, 4 My options, 5 My payment. Below this is a table with columns: Item, Availability, Quantity, Price (VAT i). The table contains one item: 'Quiz Culture générale 2012' with quantity 1 and price 12.90 €. Below the table, there's a section for shipping fees with a dropdown menu set to 'Etats-Unis' and a price of 3.90 €. A pink bar at the bottom shows 'Total de votre commande' for 16.80 €. On the right, there's a 'Customer area' sidebar with a 'Basket' section showing 1 item and a total amount of 12.90 €. A search bar and 'FAQ' link are also visible.

Item	Availability	Quantity	Price (VAT i)
Quiz Culture générale 2012	Available	1	12.90 €
TOTAL Hors frais livraison			12.90 €
Shipping fees (choose your delivery country to calculate them)			3.90 €
Total de votre commande			16.80 €

Annotations:

- 1. Choose country of delivery in the drop-down menu (arrow pointing to the 'Etats-Unis' dropdown)
- 2. Click on : Recalculate your shopping basket (arrow pointing to the 'Recalculate your shopping basket' button)

Step 5 : Confirm the order

My basket

→ 1 My basket
2 My identification
3 My shipping
4 My options
5 My payment

Item	Availability	Quantity	Price (VAT incl.)
Quiz Culture générale 2012	Available	1	12.90 €
TOTAL Hors frais livraison			12.90 €
Shipping fees (choose your delivery country to calculate them)	Etats-Unis		22.50 €
Total de votre commande			35.40 €

[▶ Recalculate your shopping basket](#)

▶ Save this basket for next visit
▶ Carry on shopping
▶ Checkout

Customer area

Hello Heloise Editions365,
You are connected

Log out

▶ Access your customer area

Newsletter

Get our special offers and new releases by email

Enter your Email address here

Basket

Number of items : 1
Total amount : **12.90 €**
(shipping fees not incl.)

See your basket's details
▶ Checkout



Search

FAQ

▶ How to order?
▶ Exclusive shipping fees of

Click on :
Checkout

Step 6 : Create a new client account

Panier  

1 My basket → **2 My identification** 3 My shipping 4 My options 5 My payment

Already a client

E-mail

Password

▶ Next
Lost password ?


New client

▶ **Register**

**Click on :
Register**

Customer area


E-mail


Password 

Lost password ?

Newsletter

Get our special offers and new releases by email


Enter your Email address here 

Basket 

Number of items : 1
Total amount : **12.90 €**
(shipping fees not incl.)

See your basket's details
▶ **Checkout**

Search



FAQ

▶ How to order?
▶ Exclusive shipping fees of

Step 7 : Fill in the form

My shipping

1 My basket **2** My identification **→ 3** My shipping **4** My options **5** My payment

Personal details

Kind : Mister Mrs Miss

Surname :

Firstname :

Company : (Optional)

Address :

Town :

State / Region : (Optional)

Postal code :

Country : ▼

Phone : (Optional)

Date of birth : (dd/mm/yyyy) (Optional)

Shipping address

Use same address as above

Kind : Mister Mrs Miss

Surname :

Firstname :

Complete the form with your details

Customer area

Hello Heloise Editions365,
You are connected

[Log out](#)

[Access your customer area](#)

Newsletter

Get our special offers and new releases by email

▶

Basket

Number of items : **1**
Total amount : **12.90 €**
(shipping fees not incl.)

[See your basket's details](#)

[Checkout](#)

Search

▶

FAQ

[How to order?](#)

[Exclusive shipping fees of](#)

Step 8 : Validate the form

Phone : (Optional)
Date of birth : (dd/mm/yyyy) (Optional)

Shipping address

Use same address as above

Kind : Mister Mrs Miss

Surname :

Firstname :

Company : (optional)

Address :

Town :

State / Region : (optional)

Postal code :

Country : ▼

Phone : (optional)

By ticking this box, I confirm acceptance of the **terms and conditions**.

Click on :
Checkout (next)

▶ **Checkout (next)**

The information collected is for use exclusively by Editions 365. We can use this information and any resultant information arising there from for Editions 365. You have a right to access, modify, correct and remove the information about you (law « Informatique Libertés » du 6th of january 1978). Address all questions with respect to the foregoing to [Editions 365](#).

Step 9 : Pay the order

My options

1 My basket
2 My identification
3 My shipping
→ 4 My options
5 My payment

Shipping address

Mlle Heloise Editions365
32rue De Londres
75009 Paris
FRANCE Métropolitaine

▶ Edit this address

Invoice address

Mlle Heloise Editions365
32rue De Londres
75009 Paris
FRANCE Métropolitaine

▶ Edit this address

Item	Quantity	Price Vat
Quiz Culture générale 2012	1	12.90 €
Shipping fees		0 €
		3.90 €
Order total amount		16.80 €

I have a coupon code

I write a message

I choose a payment method

Credit card
 Cheque (owners of FRENCH bank account in euros only)

▶ Recalculate

▶ Proceed to payment

Customer area

Hello Heloise Editions365,
You are connected

Log out

▶ Access your customer area

Newsletter

Get our special offers and new releases by email

Enter your Email address here

Basket

Number of items : 1
Total amount : **12.90 €**
(shipping fees not incl.)

See your basket's details

▶ Checkout

Search

FAQ

- ▶ How to order?
- ▶ Exclusive shipping fees of 3,90€
- ▶ Read all of our FAQ
- ▶ Ask a question
- ▶ Download our Terms and Conditions

1. If you have one, enter your coupon code

2. Choose a payment method

3. Click on : Proceed to payment

Step 10 : Obtain your bill

Merci pour votre commande !

The Editions 365 staff thanks you for your order on www.editions365.com.
You have chosen to pay by cheque. Please print your invoice and send it us with your payment that amounts to 16.80 euros VAT INCL. to the order of EDITIONS 365 as soon as possible to the following address (we exclusively accept cheque from French bank accounts in euros):

EDITIONS 365
32 rue de Londres
75009 Paris
France

Please find below the links to your invoice as well as the link to your delivery certificate:
[Download your invoice print it and send it us with your payment](#)
[Download your delivery certificate](#)

Customer area

Hello Heloise Editions365,
You are connected

Log out

► [Access your customer area](#)

Newsletter

Get our special offers and new releases by email

Enter your Email address here

Basket

Your shopping basket is empty.

Search

Search

FAQ

- How to order?
- Exclusive shipping fees of 3,90€
- Read all of our FAQ

Click on :

- [Download your invoice](#)
- [Download your delivery certificate](#)

Step 11 : Keep your invoice

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Home

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EDITI
32 rue

FBTSXNTTROS.pdf (Objet application/pdf) - Mozilla Firefox

Fichier Édition Affichage Historique Marque-pages Outils ?

http://www.editions365.eu/factures/FBTSXNTTROS.pdf

1 / 1

81,9%

Signature

Rechercher

Cliquez pour enregistrer ce fichier sur l'ordinateur ou à un autre emplacement.

365
editions365.com

Famille, détente, pratique et créativité

sont au rendez-vous pour les **petits** et les **grands**

Editions 365 - 32 rue de Londres, 75009 Paris - Tél : 01 53 43 83 43 - Fax : 01 40 07 98 94 - SAS au capital de 700 000 euros. RCS Paris B 481 328 052. Siret 481 328 052 00032. APE 221A

FACTURE Ref.F8TSXNTTROS

date : 26-05-2011

75009 Paris
FRANCE Métropolitaine

Adresse de livraison :
Mlle Heloise Editions365
32rue De Londres
75009 Paris
FRANCE Métropolitaine

Avec cette commande, vous aurez cumulé un total de 12 points fidélité. Ceux-ci vous seront crédités à réception de votre règlement. A partir de 150 points fidélité, vous pourrez bénéficier d'une remise de 5% et des frais de port

Done

Ask a question

Download our Terms and Conditions

Print or save the invoice.
You will also receive an email
with all the details of the order.
Thank you !