

Selection and Check Out Steps for the Soroptimist Oldster and Foster Gift Program – 2016

Step 1. Click 'Log In' (upper left in blue bar) to create an account

Step 2. Browse gift items by category ('Foster Children' or 'Oldsters') and navigate the pages OR use the 'Search' tool to filter results based on keywords (ID number, name, gift, etc.).

Search Function Tip: You can use the individual's full three-character ID number followed by a period (such as "001." for Fosters or "A01." for Oldsters) to bring up their available gift requests.

Step 3. Add items to your cart by selecting the 'Add to Cart' button

Step 4. Once inside your Shopping Cart you can 'Continue Shopping' or 'Checkout'

Step 5. When you have selected all items you wish to fill and are ready to Checkout, be sure to go complete the process as if you are purchasing something (verify the free shipping, total of \$0.00, and 'Confirm' the order). **NOTE: Your selected items will not be taken off of the list until you 'Confirm' this final step and see the 'Thank You for Your Donations!' page.**

Step 6. Log out. You should receive a confirmation email summarizing your commitment (may need to check your Junk mail folder).

Already committed to filling a request this year and need a reminder? You can always Log In and select 'My Account' (upper left in blue bar) and view your 'order' history.