



How to Purchase Items in the School Shop on My Child at School (MCAS) Online

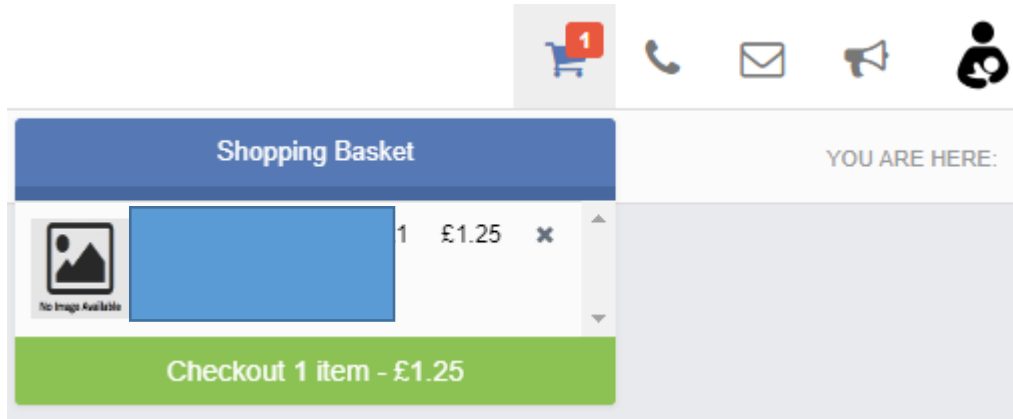
Select 'Products' from the sidebar menu.

The screenshot shows the 'my child at school.com' interface for Carleton High School. The sidebar menu on the left includes options like Dashboard, Data Collection Form, Announcements, Attendance, Exam Timetables, Parents Evening, Reports, Timetable, Academic Calendar, **Products** (circled in red), Trips, Dinners, Parental Consent, and Outstanding Payments. The main content area is titled 'Products Online Payment' and displays a grid of items. Each item has a placeholder image and the text 'No Image Available'. The items are: A3 Polyholder (£2.00), A3 Spiral Sketch Book (£4.00), Music Tuition Individual Lesson (£130.00 to £390.00), and Planner (£2.50). Filter tabs for 'All', 'Equipment', 'Music Tuition', and 'Uniform' are visible at the top of the product grid.

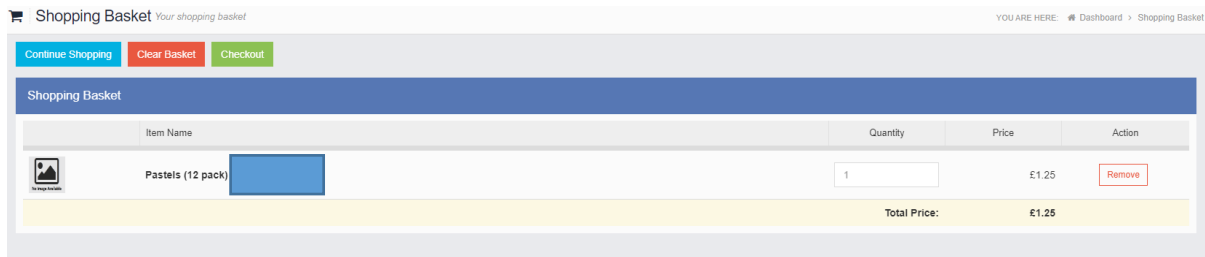
Hover over the images of the items you wish to purchase to select, then click the “add to basket button”.



Once your item/s have been added to basket, select the “Shopping Trolley” icon, then select the green bar to checkout.



From the Shopping Basket view, go to the green ‘Checkout’ bar.



Complete the Payment & Address Details, then select ‘Confirm & Pay’.

