

One stop guide on

How to Shop from TechshopBD

Welcome to TechshopBD. This document demonstrates the process of buying products from TechshopBD. From this document you'll know how to open an account at TechshopBD, how to order any product, TechshopBD's shipping methods and payment facilities.

a) Opening an account:

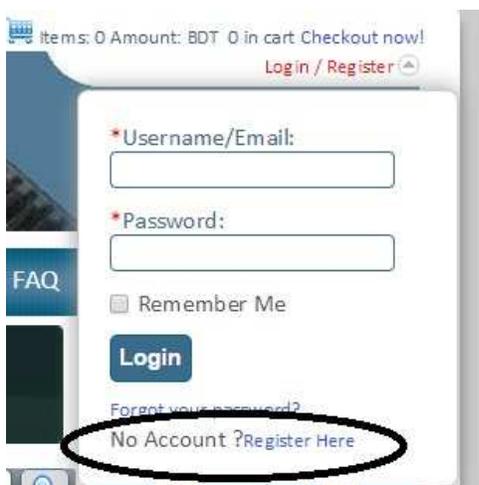
If you are planning to buy anything from TechshopBD you must open an account at our site at first. This account will let you place order through our website. **Please remember, we do not accept any order through phone or e-mail.** Orders must be placed through our website, using your account only. **This account is free.**

Steps to open an account:

Step 1: Go to www.techshopbd.com. You will see the option 'Login/register' at the right corner of the home page.



Step 2: If you click on Login/Register, the following dialogue box will appear. Those who already have their accounts can log in using their User name/Email and password. Those who don't, have to register by clicking on 'Register Here'.



Step 3: After clicking on 'Register Here', the following window will appear. Fill up the form. Fields marked with * are mandatory.

Login Details

Username*	<input type="text" value="ironmaiden"/>
Email*	<input type="text" value="ironmaiden@hotmail.com"/>
Password*	<input type="password" value="*****"/>
Password (again)*	<input type="password" value="*****"/>

Address Details

First name*	<input type="text" value="iron"/>
Last name*	<input type="text" value="maiden"/>
Company	<input type="text"/>
Phone no*	<input type="text" value=""/>
Fax	<input type="text"/>
Street address1*	<input type="text" value="39, Karwan bazar"/>
Street address2	<input type="text"/>
City*	<input type="text" value="Dhaka"/>
Post code*	<input type="text" value="1215"/>
Country*	<input type="text" value="Bangladesh"/>

Step 4: At the bottom of the form, you will see a question like this. This is to make sure that you are an human being. Type the correct answer and click 'Register'.

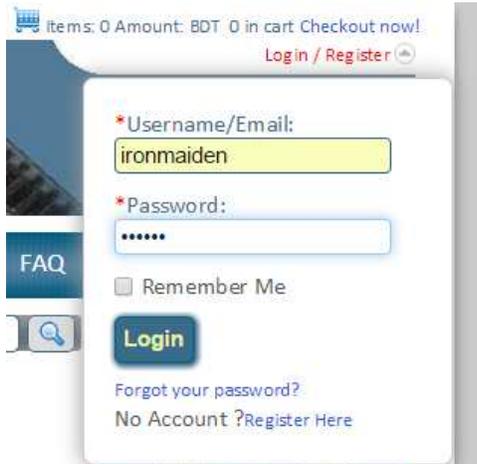
Captcha and Submit

What is 3 MINUS 2?*	<input type="text" value="1"/>
<small>By clicking on "Register" I acknowledge the Terms & Conditions of techshopbd.com</small>	
<input type="button" value="Register"/>	

Step 5: After submitting the form, a confirmation e-mail will go to your e-mail address. You must follow the instructions mentioned there to activate your account.

b) Placing orders:

Step 1: After activating your account, you can 'login' to our site using your user name/email and password.



Step 2: After you login, the upper right corner of the page will look like below:



Step 3: Now it's time to order. Suppose you want to order 6V DC motor. Type the name of your desired product in the search box and go to the product's page.



Step 4: After going to the product's page, you have to click on 'Add to cart'. The quantity is '1' by default but you can change it.

DC Motor 6v

Model : ROB-00012

TechshopBD, Bangladesh



Pricing

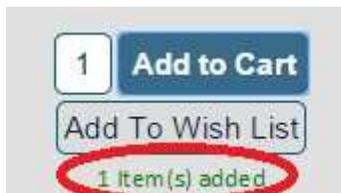
Quantity	Price Incl. VAT
1 - 9	BDT 83.20
10 - 99	BDT 81.20 <i>Save BDT 2.00</i>
100 +	BDT 80.20 <i>Save BDT 3.00</i>

● 10 Available

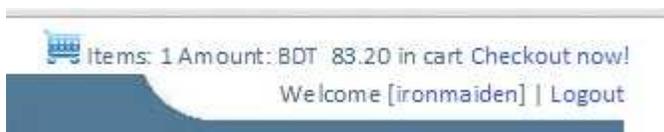
1 [Add to Cart](#)

[Add To Wish List](#)

After adding to cart, you will see the green message.



And your shopping cart will also change at the right corner on the top of the site. To place order, click on 'checkout now'.



Step 6: After clicking on 'checkout now', the following page will appear. If you want to proceed, click on 'Checkout', you can change your product's quantity by clicking on the area marked with green circle below. If you want to remove any product from your list, click on the cross on the right corner (marked with yellow color below) if you decide to buy anything more, click on 'Continue shopping'.

Home > Add To Cart

Shopping Cart

Product Name	Weight(gm)	Unit Price(BDT)	Qty	Subtotal(BDT)
 DC Motor 6v	0.5	83.20	1	83.20
Subtotal:				83.20

[Continue Shopping](#) [Move all to wishlist](#) [Remove all](#) [Checkout](#)

Suppose you decide to buy some more products, and after adding some more products, your shopping list looks like this. Click on 'Checkout' to proceed further.

Shopping Cart

Product Name	Weight(gm)	Unit Price(BDT)	Qty	Subtotal(BDT)
 DC Motor 6v	0.5	83.20	1	83.20
 ATmega8A	5	83.66	1	83.66
 Ic Rail	1	20.82	1	20.82
Subtotal:				187.68

[Continue Shopping](#) [Move all to wishlist](#) [Remove all](#) [Checkout](#)

Step 7:

c) Choosing delivery and payment methods:

After clicking on 'Checkout', your name and shipping address will be shown on top of the page and you will be asked to choose your delivery and Payment method.

We deliver our products through courier service. **Till now, our service is limited within Bangladesh.** **Shipping and Handling Charge is the same all over the country.** According to our [shipping policy](#) it takes 1-5 business days for delivery though regular courier service. In this case you have to pay total **55 Taka** Handling and delivery charge. Inside Dhaka, [express delivery](#) within 24 hours is also available under some criteria. If you want this service, you have to pay total **115 Taka** Shipping and Delivery charge.

You can make your payment hand to hand at the time of receiving your product. To use this payment method, you have to select '**Cash on Delivery**'. You can also pay through BKash . For more information about payment methods, click [here](#).

When selecting the delivery and payment methods, you have to keep in mind the following things:

 If your shipping address is inside Dhaka city, your products will be delivered direct to your address no matter which payment method you select .

 If you live in any zilla city, for home delivery, you have to pay through BKASH only. If you select 'Cash on Delivery', you have to collect your products from your nearby Sundarban courier service counter.

 If you are a dweller of any Thana city, we can get your ordered products through any courier service that is available in your locality. We'll send your products to the courier service office and you have to collect those from there. **Please remember, to get our service in any Thana city, you have to select 'bKash' as your payment method.**

After selecting your desired Shipping and payment method, click 'Continue Checkout'. If you want to change your shopping cart, you can do that by clicking on 'Edit Shopping Cart'.

Home > Add To Cart > Shipping Method

Shipping to:

iron maiden
39, Karwan bazar
Dhaka
1215
bangladesh

Edit Address

Shipping method

	Name	Service Charge(BDT)	Cost{BDT}	Total Cost{BDT}
<input checked="" type="radio"/>	Courier Service	15.00	40	55
<input type="radio"/>	Same Day Delivery(Within Dhaka Metro)	15.00	100	115

Payment method

Cash On Delivery bKash DBBL Nexus Card

Edit Shopping Cart **Continue Checkout**

Step 8: After clicking on 'Continue Checkout', delivery charge will be added to your products' price and your final bill will be generated. You can still edit your order by clicking on 'Edit Shopping Cart'. To place order, you have to click on 'Place order'.

Coupon Code: We often give gift coupons to winners of our [quiz contests](#), sponsored project competitions and occasionally to some of our valuable customers. If you have such a coupon, then you have to enter the coupon code below in the box marked as 'Coupon code here'. Otherwise, just ignore this option.

Home > Add To Cart > Shipping Method > Payment

Order Review

Name	Unit Price(BDT)	Qty	Subtotal(BDT)
1. DC Motor 6v	80.00	1	80.00
2. ATmega8A	80.44	1	80.44
3. Ic Rail	20.02	1	20.02
Subtotal:			180.46
Add VAT %:			7.00
Add Shipping "Courier Service" Charge:			40.00
Add Handling Charge:			15.00
Add "Cash On Delivery" Charge:			0.00
Grand Total:			242.46
Net Payable:			242

[Edit Shopping Cart](#)

Coupon Code Here

[Recalculate](#)

[Place Order](#)

bKash Payment instructions:

If you want to pay through bkash, you should follow these steps to complete the order using bKash Payment Method.

- Please pay the bill to **01841300401** by bKash (through agent if you have no bKash account).
- Please use **"payment"** option from your mobile menu after dialing *247# (Or ask bKash agent to use **payment** option to send money)
- Enter your order ID as reference number.
- Enter '1' as counter number.
- After the transaction, take the Transaction ID (if you pay through bKash Agent, then collect from them)
- Go to your account and view the order.
- Now fulfill the form **"Update bkash Transaction Id"** and **Submit**.

Step 9: After placing the order, following message will appear and you will get a confirmation SMS.

Home > Payment Successfull

Order Status

Your order is placed successfully.
 A confirmation message already sent to your mobile.
 Order Voucher NO:108405

d) Checking your order's status and account info:

If you want to know the status of your order, go to 'My Account'.



In the Dashboard you can see your recent orders. The status of the order (108431) is 'Processing'.

Search Products

Home > My Account

My Account

Hello, iron maiden

From your My Account Dashboard you have the ability to view a snapshot of your recent account activity and update your account information. Select a link below to view or edit information.

Recent Order [View All]

Voucher No	Order Date	Ship To	Order Total (BDT)	Status
108431	Oct 29, 2014 at 01:24 PM	iron maiden	240.00	Processing
108405	Oct 28, 2014 at 04:27 PM	iron maiden	12025.00	Cancel

If you want to see your past orders. Go to 'My orders'.

My Account

Account Dashboard

Change Password

Account Information

Address Book

My Orders

My Coupons

e) Order Status Information:

When you place your order, it will enter through a series of steps during fulfillment.

- 1) **Processing** - This indicates we've received your order.
- 2) **Verified** - The order is verified by calling or emailing you.
- 3) **Shipped** - Your order has been completely packaged and moved to our shipping dock. It's ready to go!
- 4) **Hold** - This indicates your order needs human interaction before it can be released for shipment. Orders in this status usually get cleared quickly. We will contact you if we need additional information.
- 5) **Other** - There are a few other order status flags but do not apply to the vast majority of orders. If you have any questions, please email us and we'll explain the state of your order.

f) Cancelling an order:

Cancellation of an order is only possible when it is in 'Processing', 'Verified' or 'Hold' stage. If you need to cancel an order, and that order is still in the Processing or Verified status, please call us at **09678-110-110**. The line is open from 9AM to 6PM. If we are closed when you call, you can leave a message, but due to normal variations in shipping speed, your order may have moved out of a cancellable status by the time we get the message. If that is the case, it will not be possible to cancel your order, despite your timely notification of cancellation.

To avoid any trouble, please make sure you want everything in your cart before clicking 'Place Order'.

This is it. If you still face any problem please drop an email at

customerservice@techshopbd.com.

We will try our best to help you.

Keep shopping, happy learning.