

Central Linn School District Online Ordering

Teacher and Office Staff Online Ordering Login for Central Linn Jr./Sr. High school

USER NAME: JRSRHIGH

PASSWORD: jrsrhigh (lower case)

Teacher and Office Staff Online Ordering Login for Central Linn Elementary School

USER NAME: CLELEMENTARY

• PASSWORD: clelementary (lowercase)

District Approver: Joni Wixom

NORTHWEST 1500 CONTRACT PRICING

30-70% OFF EP PRICE

- LOOK ONLINE OR THROUGH THE NW 1500 BOOKLET FOR SPECIAL PRICING.
- YOU MUST BE LOGGED IN ONLINE TO VIEW DISCOUNTED PRICING.

SHIPPING IS FREE NO MINIMUM ORDERS (on items that begin with 7 or 9)

SHOP SCHOOL SPECIALTY'S FAMILY OF BRANDS

- EDUCATION ESSENTALS-CLASSROOM SUPPLIES
- SPORTIME-PHYSICAL EDUCATION
- SAX ARTS AND CRAFTS- ART EDUCATION
- INTEGRATIONS AND ABILITATIONS –SPECIAL EDUCATION
- SPEECH BIN-SPECIAL EDUCATION
- CHILD CRAFT- EARLY CHILDHOOD EDUCATION



SCHOOL SPECIALTY ONLINE ORDERING



SEE SEPARATE ATTACHMENT FOR ONLINE ORDERING MANUAL TO LEARN THE FOLLOWING

ENTERING ORDERS

SAVE CART

SEARCH OPTIONS

SEARCH BY CATALOG NUMBER

SEARCH BY KEYWORD

DIGITAL CATALOGS

ADD TO SHOPPING LIST

QUESTIONS

How long can I save my shopping carts?

Carts go inactive after 1 year, though after 90 days you will need to look for carts by using the Advanced Search tab on the View Carts and Orders page.

How do I submit my saved cart for approval?

Locate the cart under saved carts

Check the box in the Select column

Click on the "Modify" link to the left if you want to look over the cart one last time. Or you can click the blue Submit button to submit it right away.

If you clicked modify you can make changes to the order. When ready, click "Proceed to Checkout" button

Finally, click the Submit button to submit the cart to your approver.

CONTACT US



Customer Care: 888-388-3224

Monday through Friday — 7:00 AM - 5:00 PM CST

Online Customer Care

School Specialty is pleased to introduce a faster, more efficient way to get answers wherever and whenever you need them. Our new Customer Care online solution offers 24/7 access, so you can get immediate answers to your most commonly requested customer information.

- Track orders
- Obtain order-related documentation
- Automated requests for service (report missing, damaged, incorrect, or unwanted items)
- Request a catalog
- View shipping and return policies
- Find answers to FAQs

Online Support: Call: 800-513-2465 or Fax: 800-513-2467

Monday through Friday — 7:00 AM - 5:00 PM CST

Email: onlinehelp@schoolspecialty.com

Oregon Account Manager: Laura (Cagle) Byerly

Cell: 1-541-914-6330

Email: <u>laura.cagle@schoolspecialty.com</u>