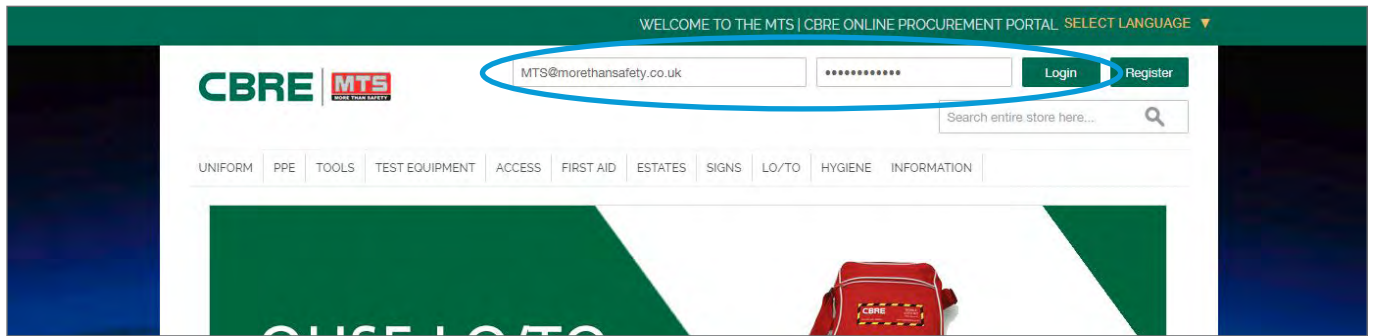


1. Log in

Enter your username and password as provided by MTS and click 'Login'.

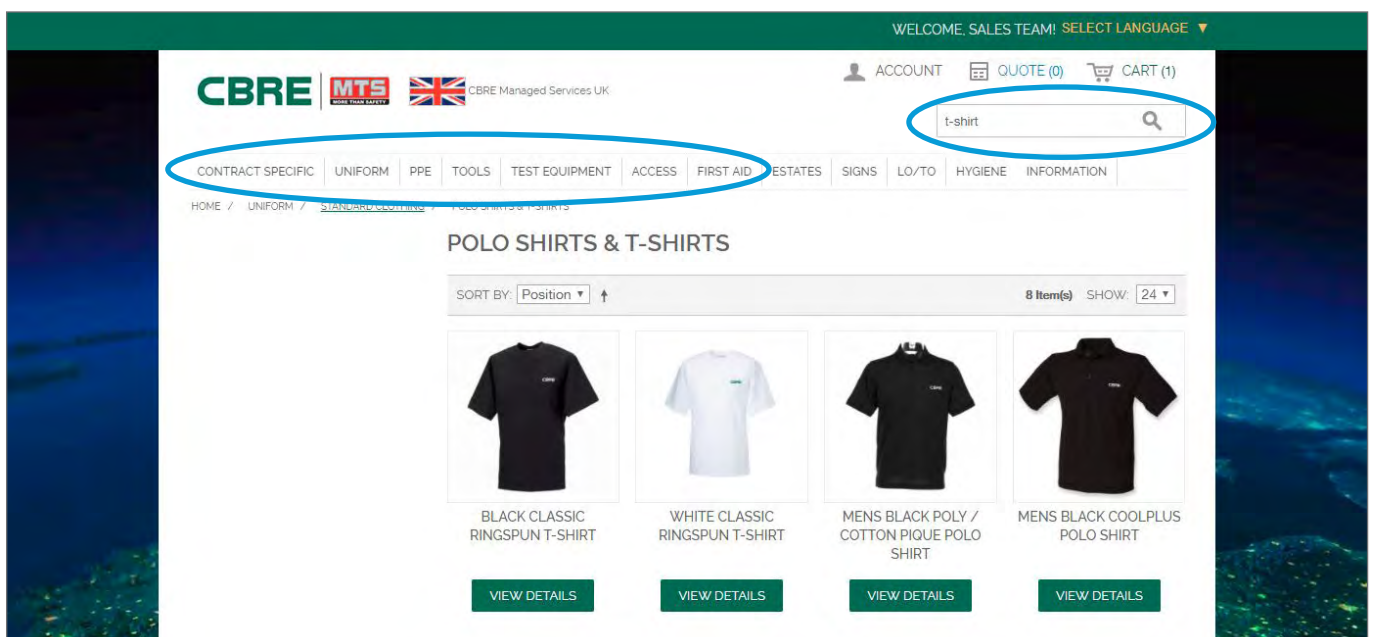


2. Search items

You can search for an item by typing it into the search box at the top of every page. This bar will allow you to enter any text and it will find related items on the website.

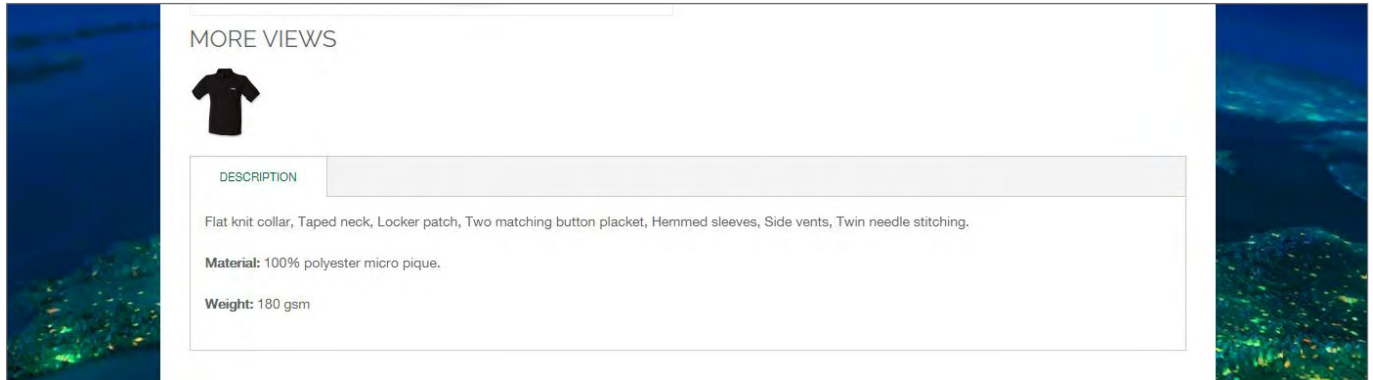
OR

You can browse through the product categories on the horizontal menu. These are clickable and will take you to a page where you can narrow down your search or you can hover over them to see all the sub-categories.



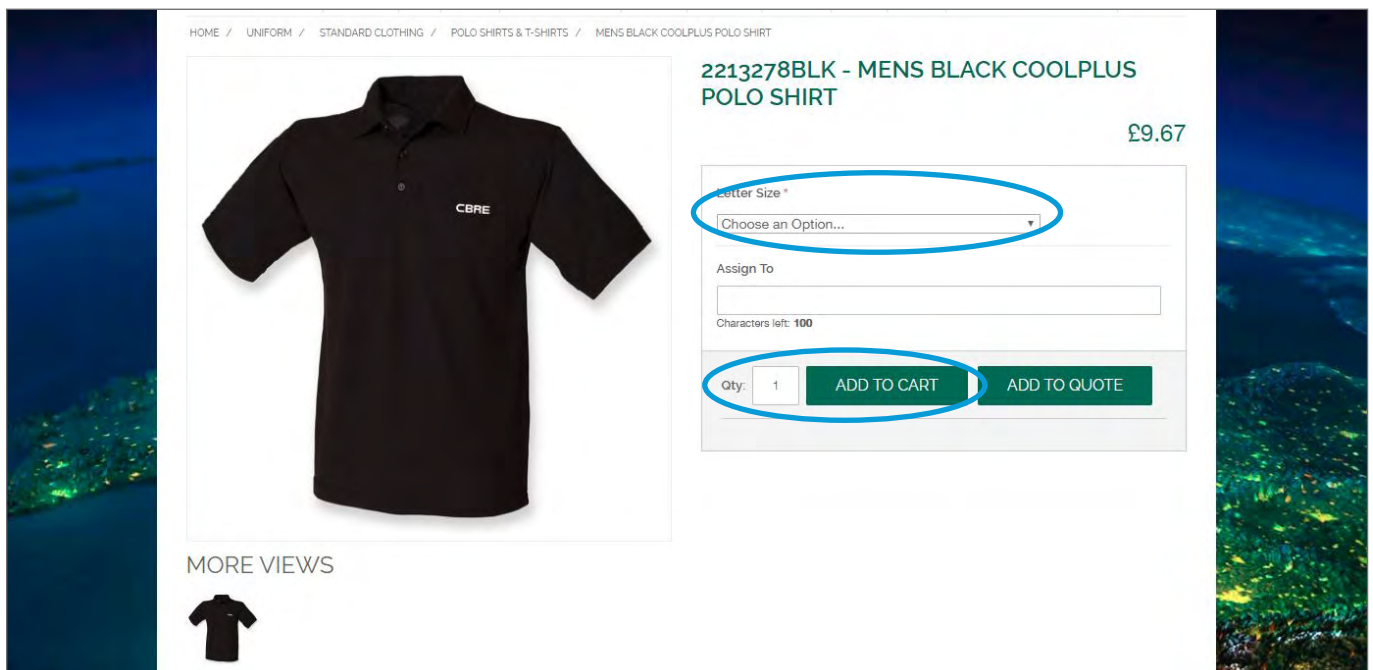
3. View product

Click 'VIEW DETAILS' to go to the product page. Products have a Description, a SKU and Additional Information such as a sizing guide or safety specifications.



4. Add to cart

Most products have options to be selected before they can be added to the order. Please click the size drop-down area and select your size from the list of available choices and type on the required quantity. Other configurable fields could include colour, length or even ask for the name of the wearer.

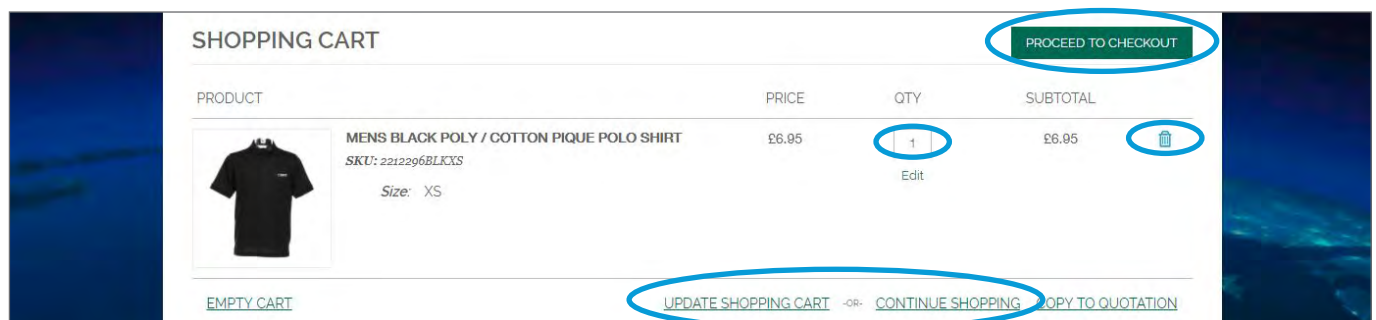


5. Proceed to checkout

When you add an item to your cart, you will be taken to the 'SHOPPING CART'. If you need to add more items, click 'CONTINUE SHOPPING', however, if you have completed your order, check the right products, sizes and quantities have been added then click 'PROCEED TO CHECKOUT'.

NB. If you want to remove items, click the rubbish icon on the same row. If you wish to change the quantity, click in the box and change it. After making either of these changes, make sure you click 'UPDATE SHOPPING CART'.

If you want to add more items, click 'CONTINUE SHOPPING' and resume searching and adding items as you wish.



6. Checkout

At the checkout, enter all required details and be especially careful to enter the correct shipping information.

When you have completed your details you will be shown an Order Review, CAREFULLY CHECK all the details. If you are happy it is correct, click 'PLACE ORDER'.

When your order has been placed you will be shown an order number and given the option to print a copy of your order confirmation, you will also be sent a confirmation email containing all the details of your order.

