

INSTRUCTIONS FOR ORDERING FROM UNITY

Go to website → www.unityeducate.com

Log in → ID: 2359
PW: RPSD

Search for the items you would like to order
Add each item to the cart as you find it
When you are finished adding items to your cart On the left side of the screen there is a green menu box

Click on ORDERS
Your order will appear

At the bottom of the page Click on the green bar that says
PRINT ORDER

Your *printable* order page will appear Go to the top of the page

Click on FILE
On the drop down menu
Click on PRINT

Send the printed cart with your material request form so your order can be processed.

Thank you very much,
Miki