



eStore User Login Guide

(International School Parents)

STEP 1

Login-ID

Password

Submit

[Register](#) [Forgotten Password](#)

- Go to www.ubsm.com.my/logins
- For new users, **REGISTER** at **LOGINS** to create your eStore account by filling in your details and **SUBMIT**. Login-ID must be a valid email address.
- After registration is completed, you are automatically logged into your eStore account and an email of **UBSM account activation** will be emailed to you.

- After your eStore account is activated,
 - i) Key-in the **school URL** (please enquire from the school).

www.ubsm.com.my/tenbyschools-ipoh-tis OR



→ select your **SCHOOL**, and **YEAR**.



STEP 2

UBS UNIVERSITY BOOK STORE MALAYSIA

Search by Title, ISBN

Home > Booklist > ISP-Tenby Schools











ISP-Tenby Schools



Tenby Schools equips students for local and global success by delivering Amazing Learning throughout its extensive network of International and Private National schools in Malaysia.

Please select your school below.

Booklist


 Tenby Schools - Ipoh (SST)	 Tenby Schools - Ipoh (TIS)	 Tenby Schools - Johor (SST)	 Tenby Schools - Johor (TIS)
 Tenby Schools - Penang (SST)	 Tenby Schools - Penang (TIS)	 Tenby Schools - SEP (SST)	 Tenby Schools - SEP (TIS)
 Tenby Schools - Setia EcoHill		 Tenby Schools - Tropicana Aman	

UBS UNIVERSITY BOOK STORE MALAYSIA

Search by Title, ISBN

Home > Booklist > ISP-Tenby Schools

Tenby Schools - Ipoh (TIS)



Select your year:

- Toddler
- Nursery
- Reception
- Year 1
- Year 2
- Year 3
- Year 4
- Year 5
- Year 6
- Year 7
- Year 8
- Year 9
- Year 10
- Year 11
- Year 12
- Year 13

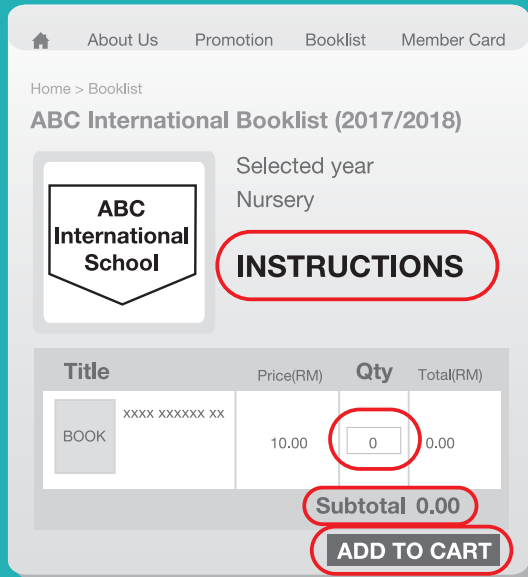
TENBY SCHOOLS - Tropicana Aman (2020/2021)

Purchases : Items purchased will be sent to a self-collection point or to an address specified by the buyer.

Self-collection: Please select from an option below. A text will be sent to you when the books are ready for collection.
(a) UBSM at Cheras, KL (tel:03-9100 1868)
(b) UBSM at Jaya Shopping Centre (tel:03-7932 0033)
Please check UBSM centers' working hours at Store Locations

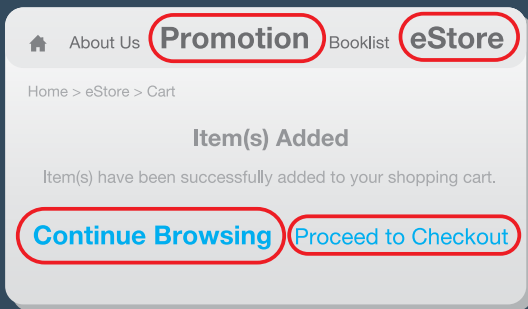
Home/Office Delivery: Please key in your address clearly. Courier services will be used, and will incur charges.

STEP 3



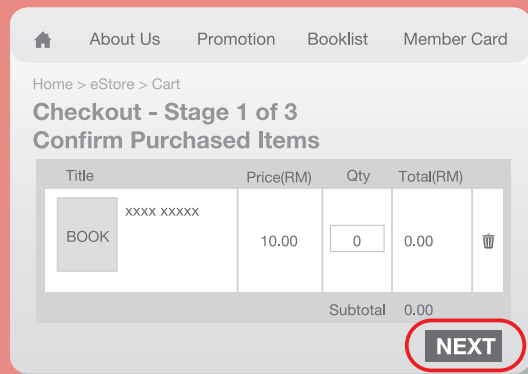
- Take note of the **INSTRUCTIONS** before making any order.
- Select the **ITEM** by entering the **QUANTITY** required. The final **SUBTOTAL** quantity will be shown at the bottom. Confirm your order by **ADD TO CART**.

STEP 4

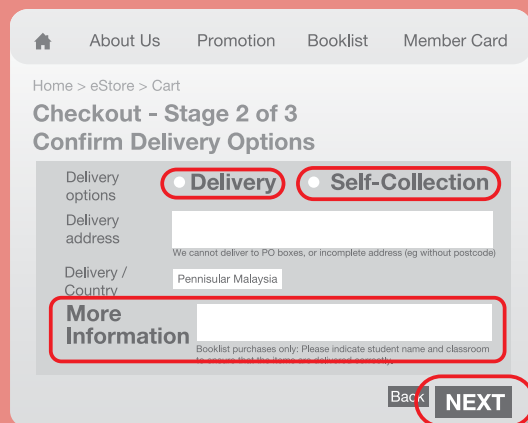


- You will be diverted to 'Item(s) Added' page,
 - i) if you wish to order books out of the booklist, select **CONTINUE BROWSING** then select **eSTORE** or **PROMOTIONS** on top of the screen.
 - ii) for payment, select **PROCEED TO CHECKOUT**.

STEP 5



- **At Checkout - Stage 1 of 3**, gives an overview of items selected and subtotal of payment amount, also key-in the voucher code (if any). Confirm your items and payment amount, and select **NEXT**.



- **At Checkout - Stage 2 of 3**, select a **delivery options**. Fill-in student's name and classroom (essential to fill-in for self-collection option at school) at **MORE INFORMATION** and select **NEXT**.
 - i) **DELIVERY** option, send to home/office address. Complete all fields accurately. There will be delivery charges. We do not deliver to post boxes.
 - ii) **SELF-COLLECTION** options are freight free. A text notification will be sent to you when the items purchased are ready for collection.

STEP 5

Home > eStore > Cart

Checkout - Stage 3 of 3

Confirm Transaction Details

Title	Price(RM)	Qty	Total(RM)
BOOK xxxx xxxxx	10.00	0	0.00

Delivery Option Delivery / Self-Collection
Delivery Location Desired Address
Delivery Charges Automated
More Information Student's Name & Classroom
Total Sales Items + Delivery Charges
Grand Total RM XX.XX

Please select mode of payment

PayPal VISA Mastercard FPX

Confirm Cancel

- **At Checkout - Stage 3 of 3**, to confirm purchase.
 - A final overview of **GRAND TOTAL**
 - item selected,
 - delivery option selected
 - selected address + automated delivery charges or self-collection point
 - student's name and classroom (essential for self-collection option at school)
 - Please ensure all fields are correct at this point, select a **MODE OF PAYMENT** and **CONFIRM** to proceed with payment.
- Please follow the payment gateway instructions to complete the payment.
- Upon payment transaction completed, a tax invoice will be emailed to you.
- Please take the **TRANSACTION ID** as your reference.

STEP 6

Home > eStore > Payment

Payment

Transaction Completed

Thank you for your purchase. Should you have any further enquiries, please contact us at custserv4@ubsm.com.my

Best Regards
UBSM Website Administrator

- You may check your selected **DELIVERY LOCATION** or **SELF-COLLECTION POINT** by logging into your eStore account and selecting

STEP 7

Home > eStore > Account

Transaction ID: 00000000

Title	Price (RM)	Qty	Total (RM)	Status
BOOK xxx xxxxx	10.00	0	0.00	

• [Best Seller](#)
• [Product/Book Listing](#)
• [Shopping Cart](#)

Welcome,

• [Edit Profile](#)
• [Change Password](#)
• **Transaction History**
• [Logout](#)

Selected Pickup Point / Delivery Location

Invoice

Delivery Option

More Information

Total Sales

Grand Total

Merchant Information:

TRANSACTION HISTORY.

- All purchases are firm and there is a 'no returns or exchanges' policy. Exchanges of defective items must be made within one week of receipt. You are encouraged to check carefully before making your purchase.

UNIVERSITY BOOK STORE MALAYSIA

For enquiries, please contact our customer service at
Email: custserv@ubsm.com.my, Tel: +603 9100 1868