

To access your online storefront go to this link:
<https://gvsuemark.foremostgraphics.com/login>

Click Create an account and fill out the form.

GRAND VALLEY STATE UNIVERSITY.

LOGIN

Email or Username
Test

Password

LOGIN

[Reset password](#) [Create an account](#)

Once you are logged in you will see the home screen below.

Click on any category below or use the drop downs at the top to navigate to your needed item.

GRAND VALLEY STATE UNIVERSITY. Test User

Cart 0 Items Search Site

HOME PRODUCT CATALOG SHOPPING CART ORDER HISTORY LOGOUT

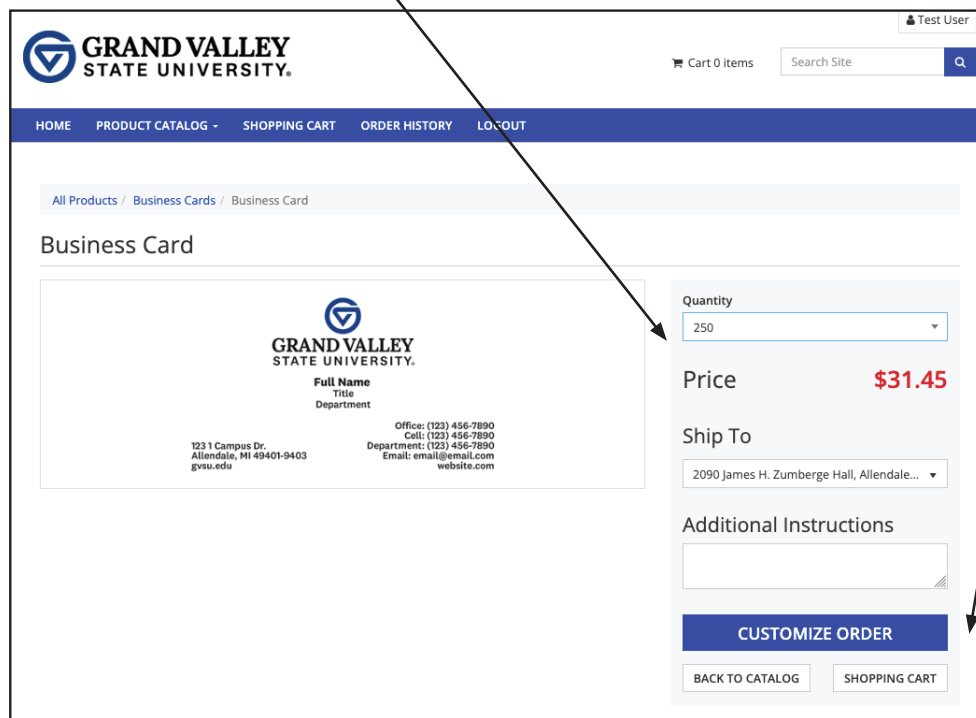
Welcome to the GVSU Marketing online store!
Browse the product catalog below.

Business Cards

Flyers

Postcards

When ordering a custom item select your quantity from the drop down and click Customize Order.

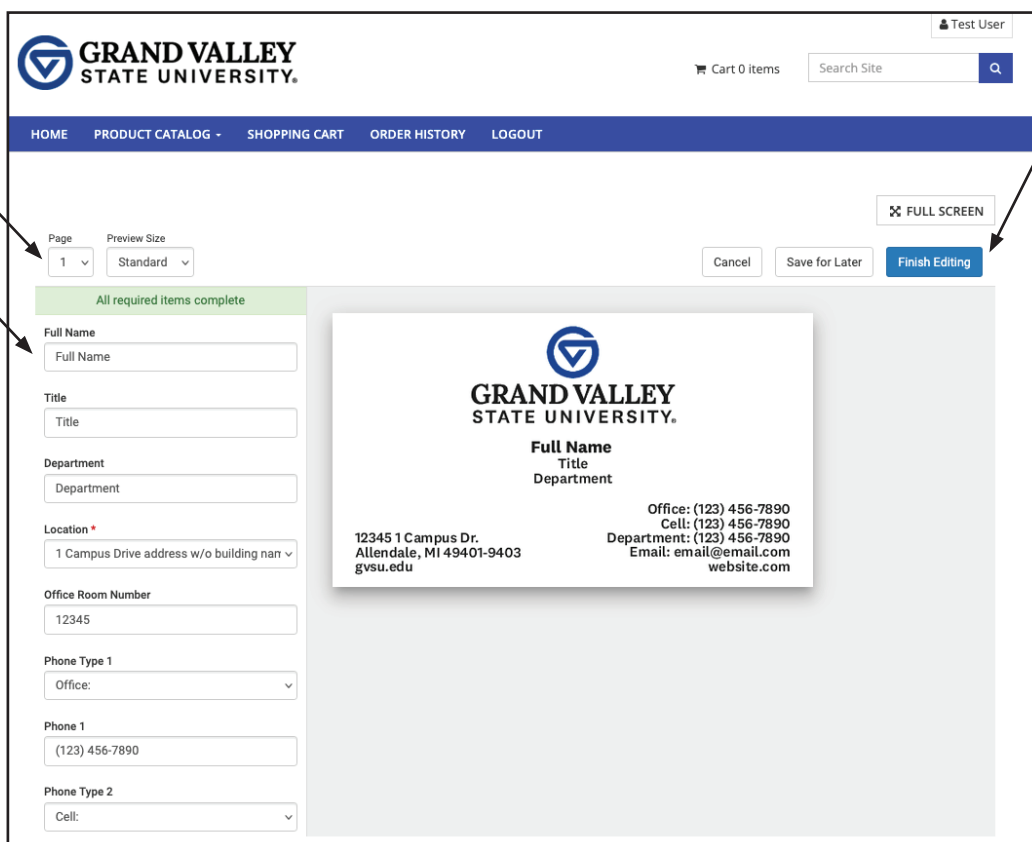


On this screen you can customize your piece.

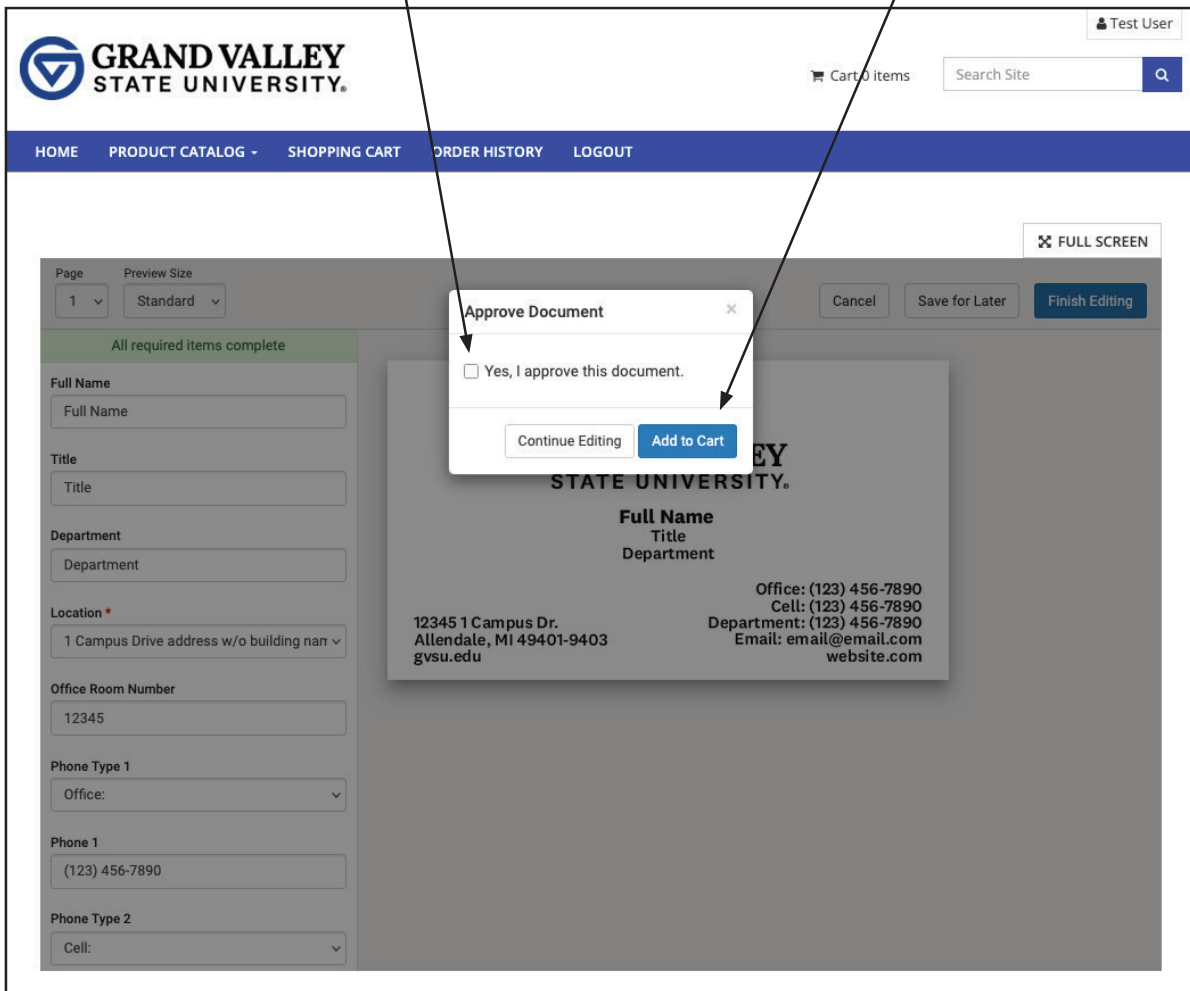
Enter your information on the left and click

Update Proof to see your updated live proof.

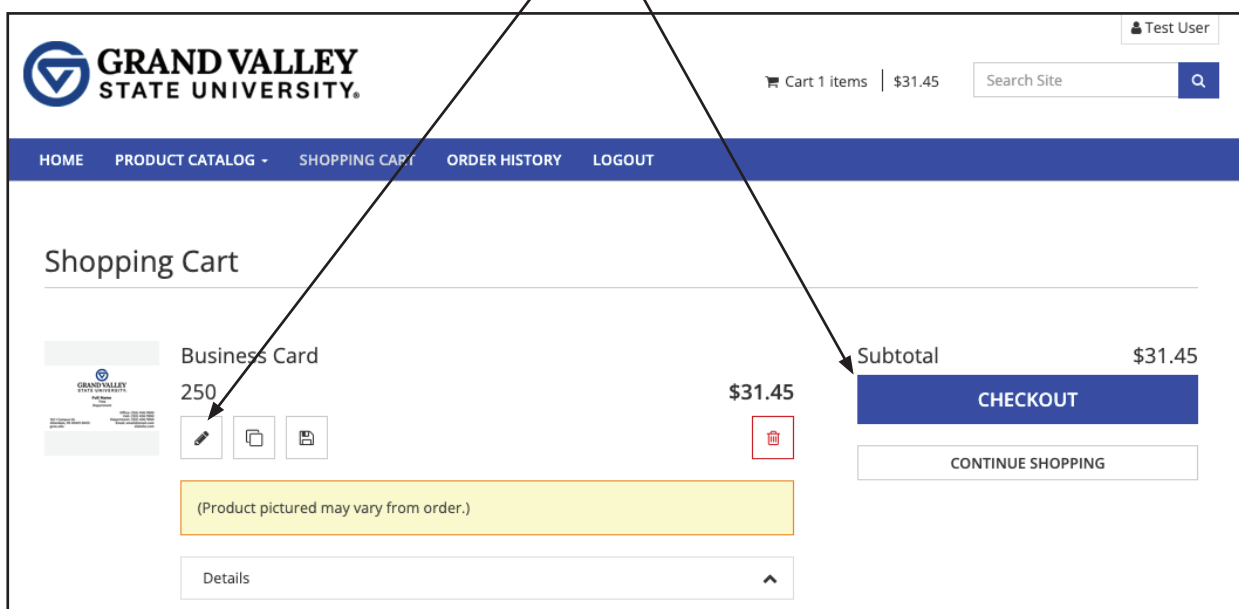
You can use the drop downs on the top left to look at page 1 or page 2 as well as increase the size of your preview.



Once your proof looks good you can click Finish Editing. You will get a pop up to approve your proof and add it to your cart.



Once in your cart, you can go back to edit a card by clicking the pencil, continue shopping, or continue to checkout.



When checking out you will need to select a ship to address from the dropdown, or add a new ship to address by using the plus next to the dropdown. The shipping method can be left alone at checkout. Once your address is set click continue to move on.

GRAND VALLEY STATE UNIVERSITY. Test User Cart 1 items | \$31.45

HOME PRODUCT CATALOG - SHOPPING CART ORDER HISTORY LOGOUT

Shipping

Ship To

2090 James H. Zumberge Hall, Allendale, MI, 49401 (GVSU Marketing)

2090 James H. Zumberge Hall
Allendale, MI US 49401

Weight: 0.000 lb

Shipping Method

Drop Ship \$0.00

Subtotal	\$31.45
Shipping	\$0.00
Tax	\$0.00
Total	\$31.45

After clicking Continue you will come to the final checkout screen. If everything looks good you can click Complete Order and you will receive an email confirmation of your order. Once Melissa Garland or Rick Luce has approved your order it will move into production.

GRAND VALLEY STATE UNIVERSITY. Test User Cart 1 items | \$31.45

HOME PRODUCT CATALOG - SHOPPING CART ORDER HISTORY LOGOUT

Checkout

Please fill out the following information before completing your order.

Payment Method

Pay via Credit Card

Billing Address

2090 James H. Zumberge Hall, Allendale, MI, 49401 (GVSU Marketing)

2090 James H. Zumberge Hall
Allendale, MI US 49401

Comments (optional)

Shipping

Business Card **\$31.45**

Shipping To

2090 James H. Zumberge Hall
Allendale, MI US 49401

Subtotal	\$31.45
Shipping	\$0.00
Total Before Tax	\$31.45
Tax	\$0.00
Total	\$31.45

By submitting this order, you agree to our Terms of Use and Privacy Policy (please see links in footer).

Once you click Complete Order there will be a pop-over that will request your card information. Press Pay when completed to finalize and place your order.

The screenshot shows the Grand Valley State University checkout page. At the top, the university logo is on the left, and the user is logged in as 'Test User' on the right. The cart contains 1 item for a total of \$261.50. A navigation bar includes links for Home, Product Catalog, Shopping Cart, Order History, and Logout. The main heading is 'Checkout', followed by a message: 'Please fill out the following information before completing your order.'

The checkout form is divided into several sections: 'Payment Method' (set to 'Pay via Credit Card'), 'Billing Address' (2090 James H. Zumberge Hall, Allendale), and 'Comments (optional)'. A summary table on the right shows the total amount of \$261.50. A 'COMPLETE ORDER' button is visible at the bottom right.

A white modal window is open in the center, requesting card information. It contains three input fields: 'Card Number *', 'Exp. Date *', and 'Card Code'. A 'Pay' button is located at the bottom of the modal.

Item	Amount
Total	\$261.50
Tax	\$0.00
Subtotal Before Tax	\$261.50
Tax	\$0.00
Total	\$261.50