

New User Guide

How to Create Your Account and Place an Order

Astound Online Ordering Site

This quick guide walks you through setting up your login and placing your first order on the Astound Online Ordering Site. It only takes a few minutes!

Step 1: Create Your Account

1. Visit the website:

<https://astoundprintstore.com/>

2. Select “**I am a new user**,” enter your work email address and create a password.
3. Enter your first name and last name, then click "Continue".

Step 2: Place your first order.

1. Select the Business Card version you need to order.
2. Click “**Add**.”
3. Customize the card.
4. Review your proof and approve.
5. Click “**Checkout**” and enter your shipping information, validating it if requested when you click “**Review Order**.”
6. Click “**Send Order**”

 *Tip:* Make sure all order details are correct before submitting — changes can delay processing.

Step 3: Order Confirmation

When you have submitted your order, you will receive an order number. You'll receive a confirmation email with your order details. To view order status or reorder, log in and select **My Profile** in the header, then click on **My Orders**.