Tibard Cloud Store

User Guide for Hickory Smokehouse



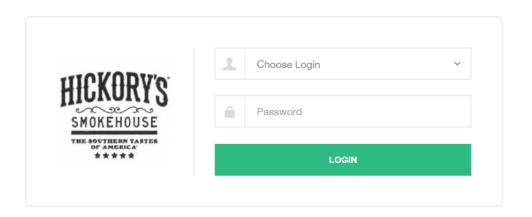




Log In

Access your store by following the link - https://cloud.tibard.co.uk/store/hickory-smokehouse Where it states 'Choose Login' select 'Staff' and scroll to desired site

Your password is the sites postcode*(No Spaces)





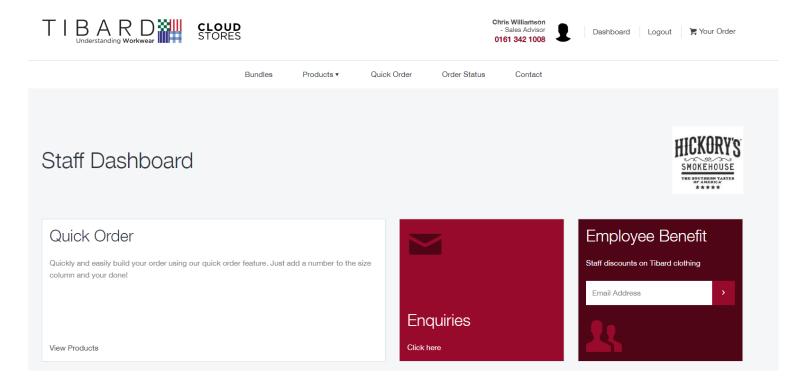


Dashboard

When you log in you will be taken to your account dashboard.

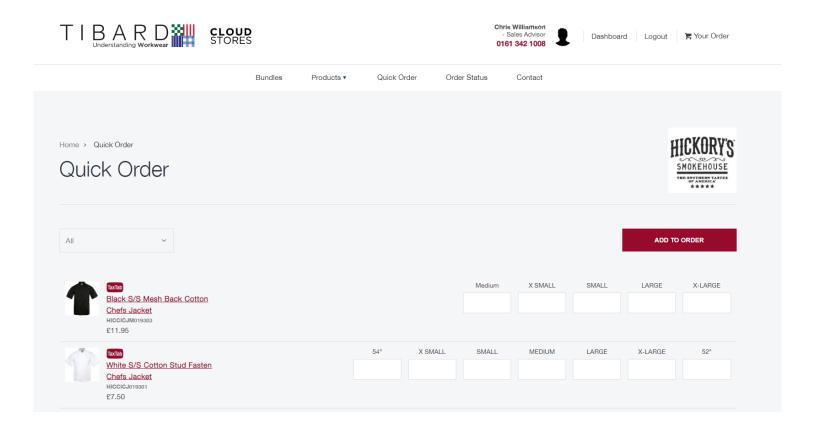
Here you can access products by category (Products Tab) and by quick order.

You can also see previous orders, make enquiries and see your account handlers details.



Quick Order

This is the quickest way to place your order. Select your required amount and sizes.

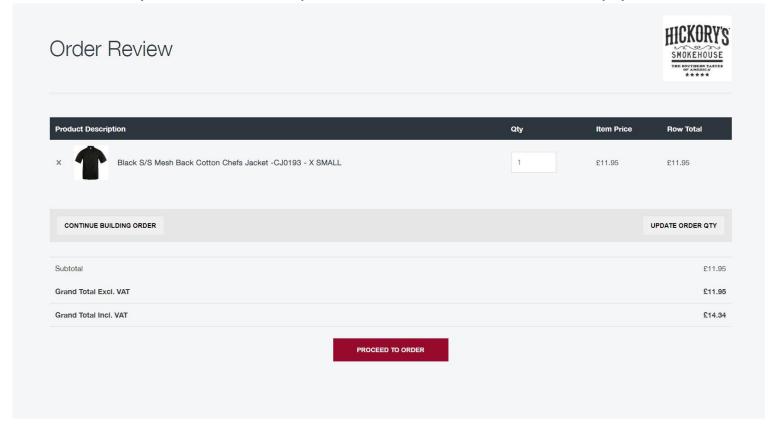


Order Review

When you have added all items to your order, go to order review (your cart)

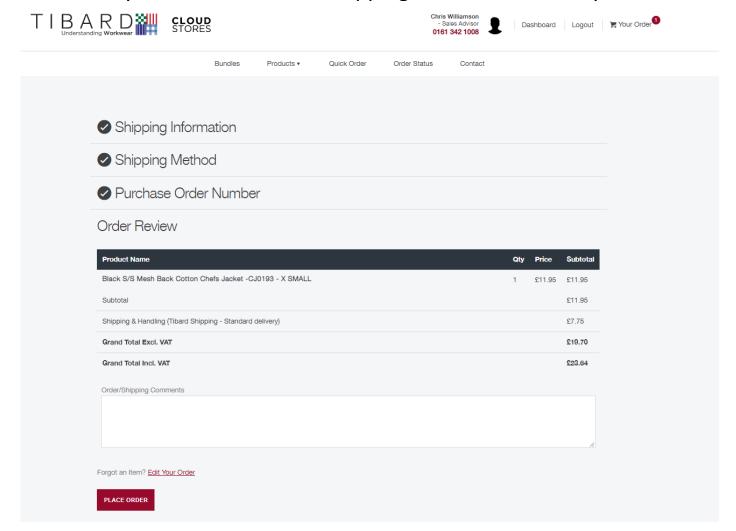
Access by adding an item(s) to your order, or click Your Order in the top right of the screen.

In the order review you can amend quantities, remove items or simply 'Proceed to Order'



Place Order

Click continue on your address and on shipping. You can then see your order summary.



Order Tracking

You can check the status of your order by clicking order status.

When shipped, there will be a track order link – click this to visit and track with FedEx.

