

Create a Personal Shopping List

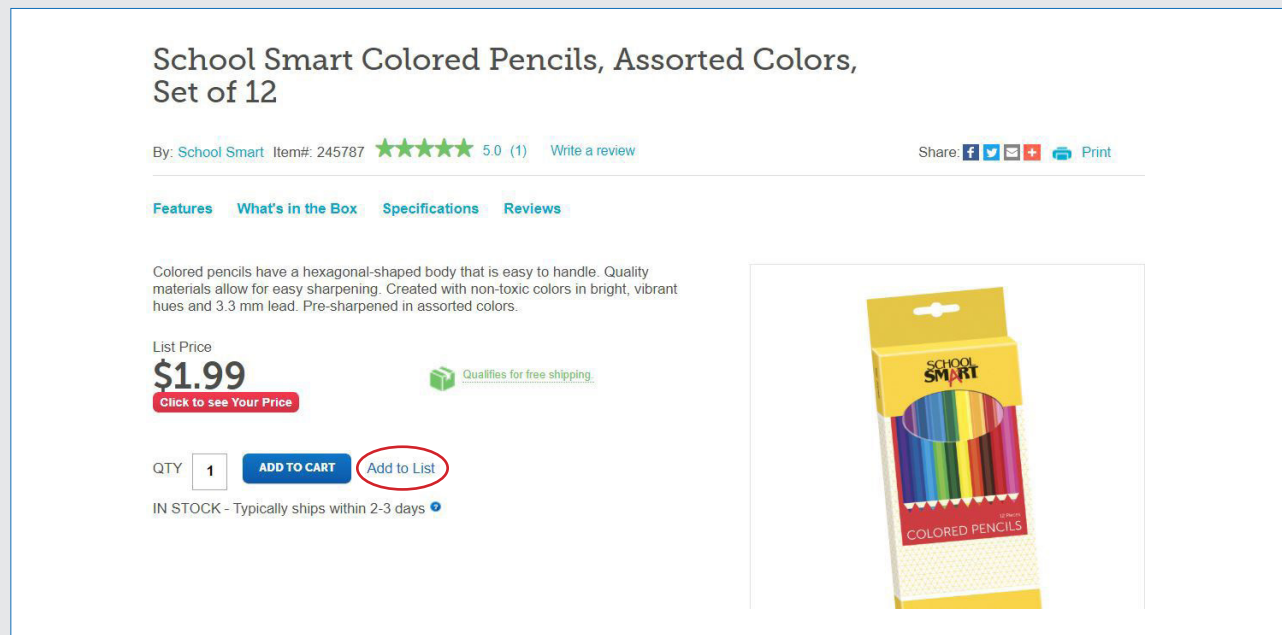
Welcome to School Specialty Online! Below are some instructions to help you add items to a shopping list. This functionality will save a great deal of time when placing orders for commonly purchased items, and when ordering larger, back-to-school orders for teachers. The best part: shopping lists never expire!

Login:

- Visit SchoolSpecialty.com. Select **Sign In/Create Account** in the top right corner.
- Choose **Continue & Login** under **Continue as a School or Business User** ordering with your school organization.
- Enter your user name and password, click **Login**.

Add to List:

A feature which allows a user to save a list of commonly ordered items for convenient future ordering.



School Smart Colored Pencils, Assorted Colors, Set of 12

By: School Smart Item#: 245787 ★★★★★ 5.0 (1) Write a review

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Features What's in the Box Specifications Reviews

Colored pencils have a hexagonal-shaped body that is easy to handle. Quality materials allow for easy sharpening. Created with non-toxic colors in bright, vibrant hues and 3.3 mm lead. Pre-sharpened in assorted colors.

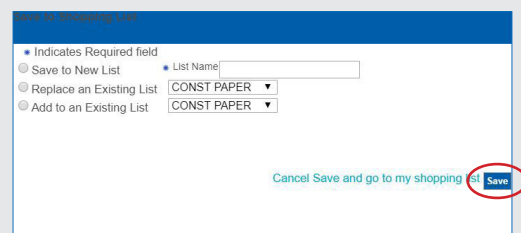
List Price
\$1.99
Click to see Your Price

Qualifies for free shipping.

QTY **ADD TO CART** **Add to List**

IN STOCK - Typically ships within 2-3 days

- When viewing a commonly ordered item, you can click **Add to List** from the right side.
- If you're creating a new list: Name your list, Apply a comment for reference, Click **Save** to save list.
- If you're adding to an existing list: check **Add to an Existing List** and select the correct list from the menu and click **Save** to save list.



Add to Shopping List

• Indicates Required field

Save to New List List Name:

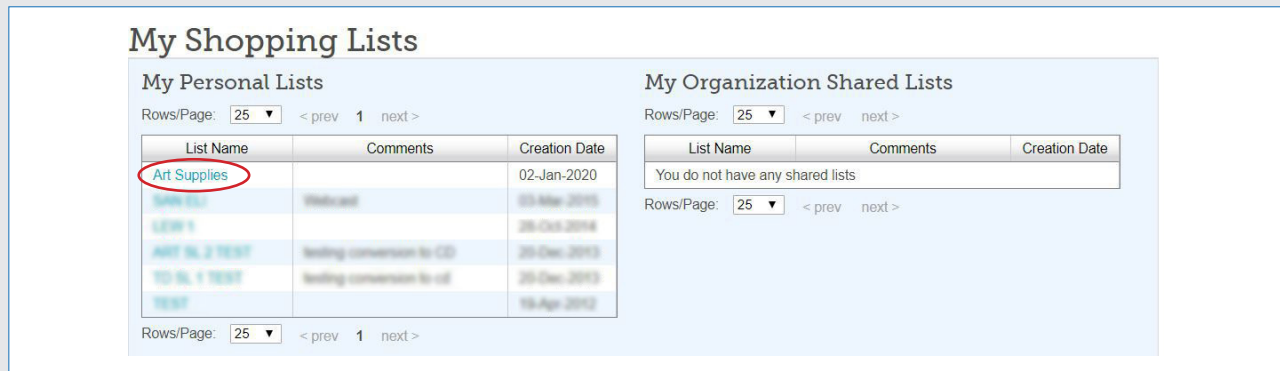
Replace an Existing List CONST PAPER

Add to an Existing List CONST PAPER

Cancel Save and go to my shopping list **Save**

Access Saved Shopping List:

- Click on **My Account** and select **My Shopping Lists**
- Click the List Name to access your list.



My Shopping Lists

My Personal Lists

Rows/Page: 25 < prev 1 next >

List Name	Comments	Creation Date
Art Supplies		02-Jan-2020
Math	Math	03-Mar-2015
LEARN		28-Oct-2014
ART SUPPLY TEST	Testing conversion to CD	26-Dec-2013
TO SUPPLY TEST	Testing conversion to cd	26-Dec-2013
TEST		18-Apr-2012

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My Organization Shared Lists

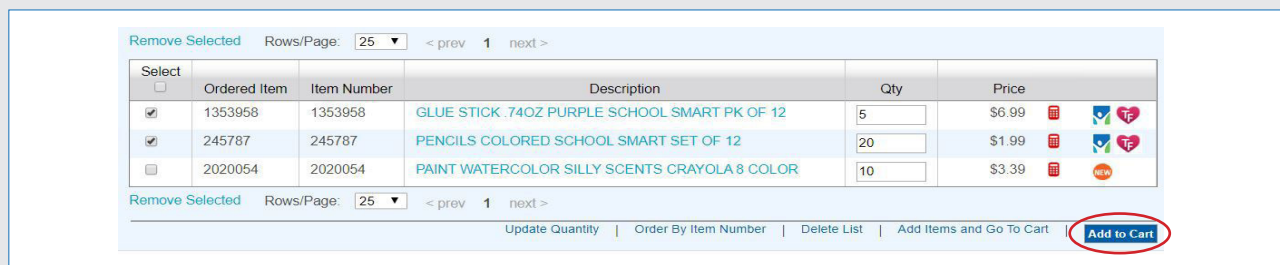
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List Name	Comments	Creation Date
You do not have any shared lists		

Rows/Page: 25 < prev next >

Create Order from Saved Shopping List:

- Select the items from your list you wish to add to your cart (put checkmarks in the box next to the item you need) or click **Select** to choose all items.
- Click **Add to Cart**.
- Your selected items from your list will be added to your current shopping cart for ordering.



Remove Selected Rows/Page: 25 < prev 1 next >

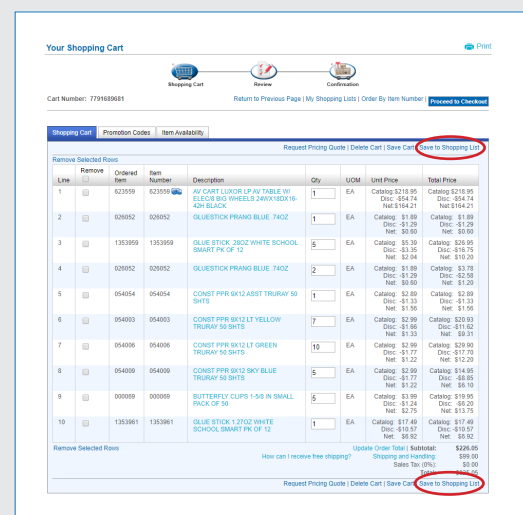
Select	Ordered Item	Item Number	Description	Qty	Price
<input checked="" type="checkbox"/>	1353958	1353958	GLUE STICK .74OZ PURPLE SCHOOL SMART PK OF 12	5	\$6.99
<input checked="" type="checkbox"/>	245787	245787	PENCILS COLORED SCHOOL SMART SET OF 12	20	\$1.99
<input type="checkbox"/>	2020054	2020054	PAINT WATERCOLOR SILLY SCENTS CRAYOLA 8 COLOR	10	\$3.39

Remove Selected Rows/Page: 25 < prev 1 next >

Update Quantity | Order By Item Number | Delete List | Add Items and Go To Cart | **Add to Cart**

Save Your Cart as a Shopping List:

- On your shopping cart page, click **Save to Shopping List**
- Select one of the Save to Shopping List options: Save as a new list, replace an existing list or add to an existing list
- You can save and visit your new list or save and resume checking out your cart.



Your Shopping Cart

Cart Number: 779169681

Return to Previous Page | My Shopping Lists | Order By Item Number | **Proceed to Checkout**

Remove Selected Rows	List	Remove	Ordered Item	Item Number	Description	Qty	UOM	Unit Price	Total Price
<input type="checkbox"/>	1	<input type="checkbox"/>	823559	823559	EV CART LAVOR LP W/ TABLE W/ ELECTRIC WHEELS 24XV18X16-4IN BLACK	1	EA	Catalog: \$219.95 Disc: -\$24.74 Net: \$195.21	Catalog: \$219.95 Disc: -\$24.74 Net: \$195.21
<input type="checkbox"/>	2	<input type="checkbox"/>	02652	02652	GLUESTICK PRANG BLUE 74OZ	1	EA	Catalog: \$1.89 Disc: -\$0.29 Net: \$0.99	Catalog: \$1.89 Disc: -\$0.29 Net: \$0.99
<input type="checkbox"/>	3	<input type="checkbox"/>	1353959	1353959	GLUE STICK .20OZ WHITE SCHOOL SMART PK OF 12	5	EA	Catalog: \$0.99 Disc: -\$0.35 Net: \$0.59	Catalog: \$0.99 Disc: -\$0.35 Net: \$0.59
<input type="checkbox"/>	4	<input type="checkbox"/>	02652	02652	GLUESTICK PRANG BLUE 74OZ	2	EA	Catalog: \$1.89 Disc: -\$0.29 Net: \$0.99	Catalog: \$3.78 Disc: -\$0.58 Net: \$3.20
<input type="checkbox"/>	5	<input type="checkbox"/>	054054	054054	CONET PPR 8X12 ASST TRURAY 50 SHITS	1	EA	Catalog: \$2.89 Disc: -\$1.13 Net: \$1.76	Catalog: \$2.89 Disc: -\$1.13 Net: \$1.76
<input type="checkbox"/>	6	<input type="checkbox"/>	054003	054003	CONET PPR 8X12 LT YELLOW TRURAY 50 SHITS	7	EA	Catalog: \$2.99 Disc: -\$1.88 Net: \$1.12	Catalog: \$20.93 Disc: -\$11.62 Net: \$9.31
<input type="checkbox"/>	7	<input type="checkbox"/>	054006	054006	CONET PPR 8X12 LT GREEN TRURAY 50 SHITS	10	EA	Catalog: \$2.99 Disc: -\$1.72 Net: \$1.27	Catalog: \$29.90 Disc: -\$17.20 Net: \$12.70
<input type="checkbox"/>	8	<input type="checkbox"/>	054009	054009	CONET PPR 8X12 SKY BLUE TRURAY 50 SHITS	5	EA	Catalog: \$0.99 Disc: -\$0.77 Net: \$0.22	Catalog: \$4.95 Disc: -\$4.85 Net: \$0.10
<input type="checkbox"/>	9	<input type="checkbox"/>	000009	000009	BUTTERFLY CLIPS 1-5/8 IN SMALL PRICKOR 50	5	EA	Catalog: \$1.99 Disc: -\$0.24 Net: \$1.75	Catalog: \$9.95 Disc: -\$8.20 Net: \$1.75
<input type="checkbox"/>	10	<input type="checkbox"/>	1353961	1353961	GLUE STICK 1.27OZ WHITE SCHOOL SMART PK OF 12	1	EA	Catalog: \$17.49 Disc: -\$8.85 Net: \$8.64	Catalog: \$17.49 Disc: -\$8.85 Net: \$8.64

Remove Selected Rows

How can I receive free shipping? [Shipping and Handling](#) \$89.00 [Sales Tax \(0%\)](#) \$0.00

Update Order Total: Subtotal: \$226.06

Request Priority Quote | Delete Cart | Save Cart | **Save to Shopping List**