

Instructions for ordering books directly through Lulu

Open your browser of choice (Firefox, Safari, Google Chrome, Microsoft Edge etc).

Go to Peter Macfie's website:

<https://petermacfiehistorian.net.au>

Click on 'Corner Shop' in menu on left.

Select any of the books listed under 'Books available through Lulu.com'.

This will take you to full details of the book.

Scroll down to the 'Purchase' section and click on 'Buy this book on Lulu'.

This will take you to the Lulu web page for the selected book.

Discount code

If there is a yellow discount banner across near the top of the page, you **may** find a discount being offered. Eg. "10% off orders of all print products" with a code and the date at which it runs out.

Note the Code carefully (write it down!) as you will need to enter it later.

Also make sure you complete the purchase before the due date if you want to make use of it. The date is in UTC (Coordinated Universal Time) which is the time at 0° longitude. (It used to be called Greenwich Mean Time.) Thus, eastern Australia is UTC+11 so the discount runs out at 11am the following day in winter.

For further information on discount offers, click on the yellow banner.

Purchasing the book

Click on the light blue "Add to cart" button.

A figure '1' will appear in the cart icon in the top right corner. Click on the cart and wait a moment till the cart is displayed with one book aboard.

If you have a Purchase Order Number, enter it on bottom left, but that is not necessary for a private purchase.

Roll the cursor over the box indicating number of books ordered book. It will offer the chance to write in a different number or use the plus or minus signs to change the number of books ordered. When the number is what you want, click on the dark blue "Continue to Checkout" button (or use the "Remove" button if you have changed your mind).

Checkout

If you have a discount code or gift card, enter the code immediately in the white box labelled 'Discount code' before you forget and then click on the light blue "Apply" button under the order.

Shipping

If you are using PayPal to pay, click on the yellow "PayPal" button.

If you are using a credit card, just enter your email and the shipping address for where you want the book to be delivered. You will get a prompt if you leave something blank that needs to be filled in. (You don't need to 'Save information' unless you want to.)

When done, click on the light blue "Continue to Shipping" button.

If Lulu thinks the address is not quite right, you may be asked to validate which version is correct and then it displays again. Just adjust address if required and then click on the "Continue to Shipping" button again.

Shipping Method

Decide whether you want the book to be posted by ordinary mail (which is non-trackable and will likely take longer) or by Express Shipping (which is trackable and faster).

To proceed, click on the light blue "Continue to Payment" button or use the "Return" arrow in bottom left corner to change details.

Payment

If going ahead with the purchase, check on either "Credit card" or "PayPal" as you wish and enter details as required. Note that the credit card security code is on the back of the card.

Billing Address

Click on the first button if the billing address is the same as the shipping address. However, if the book is a gift, click on the second button to use a different billing address and then enter all details as necessary for the person paying.

Up until this point you can back out and cancel or change details using the arrow at bottom left. However, if you are ready to pay, click the light blue "Pay Now" button and you are done. The sale will go ahead.

Your Book is Created

Once the order is placed, it is emailed to the printery that is most convenient to the recipient's address and enters a queue. It is unlikely to be printed immediately but the website suggests it will happen in 3-5 days. Once printed, the pages and cover are automatically put together and the book is packaged. The parcels are generally delivered in bulk to the carrier at the end of the local working day. You will be notified at this time.

Where in the World?

Be aware that wherever you get this book, the order will be printed at the most convenient printery to your shipping address, so the parcel will travel only from printery to recipient and is charged local postage.

If you have paid express shipping then you can expect it the day or two after despatch in major cities. If it is posted normal mail, it may take several weeks from when it was printed.

I hope this helps for those who find ordering online to be confusing.

Thank you for taking an interest in this book.

Jan Horton, for Peter MacFie