How to Using My Account Features?

Go to https://www.win-source.net/customer/info

a. *Customer info Setting*

Users can manage their account' settings in this section. Go to the **"My Accounts"** tab on the main menu and select the **"Account settings"** option from the list.

b. *Addresses Setting*

- Fill the form with the correct information or change any of your existing details and click **"Save"** to store the new changes into the system.
- Users can also **add**, **edit**, and **delete** addresses in the account settings by clicking on the **"Addresses"** section from the list and the following page will open up.

- Edit the existing address by clicking on the **"Edit"** option on the top right of the page.
- Fields with the (*) sign are mandatory to be filled.
- You can also delete the existing address by clicking on the **"Delete"** option next to the **"Edit"** option.
- To add a new address, click on the **"Add New"** button at the bottom of the page.

c. *Orders Review*

➢ Users also can manage their orders by selecting the **"Orders"** section from the list.

➢ By clicking the detail button, customers can enter the detail page of each order. In this page, you can **print** your order information, **download the invoice pdf** and **re-order** the components, and you can also **retry payment** for the unpaid order through this page.

d. *Reward Points Using*

※ New users will reward $5 as the credits after registration.

※ Every online shopping for **$100 will receive a $5 reward**.

※ Credits can be used on the second and subsequent orders.

※ Redeem up to $5, per $100 amount spent

※ The credits are valid for two years from the date your last purchase.

※ Users can check the credits and its usage history in **" My account - Reward Credits "**. https://www.win-source.net/rewardpoints/history

※ Users can use a minimum balance of $20 against 20 reward points. They see the history of previously used reward points in the **"HISTORY"** section as shown in the above image

e. *Sharing Campaign*

➢ WINSOURCE also provides customers with a sharing campaign, which allows you and your friends to enjoy the exclusive benefits provided by WIN SOURCE.

➢ Go to https://www.win-source.net/customer/refer

➢ When users share and invite their friends, they both will get up to $100 from the WINSOURCE. There are three simple steps of doing this,

a) Spread WINSOURCE by email or social media with your customized links. Enter mail addresses to the field and click " Send ".

b) Your friend signs up & gets $10 off their first purchase.
   Click Facebook share or Twitter share to send links to your friends.

c) Once they make their first purchase, you will get $20 gift points, up to $100.

f. *Request for Quote*

➢ Users also can do inquiries regarding their orders by clicking on the **"Inquiry"** section from the list in the **"My Accounts"** category.

➢ They can send their inquiry to the WINSOURCE by clicking on the **"Inquiry Add"** button. As shown in the above image. Once clicked the following page will open up.

➢ Enter that particular electronic **part number, manufacturer name, target price, quantity, remarks,** and click the **"Submit"** button at the bottom of the page. Your request will be sent to the WINSOURCE and they will send you their feedback on your inquiry.