



Christmas Cards

Online Ordering Process

www.iqcardsonline.co.uk

1. Each form has a School Reference Number and a unique Pupil Number pre-printed on it
2. When your child's design is sent home you will need to register an account at <https://www.iqcardsonline.co.uk> If you scan the QR Code on the form it will direct you to this site immediately
3. Once logged in enter the School Reference Number and the unique Pupil Number
4. You will need to enter your child's name, year, and class. It is vital you enter your child's name exactly as you would like it to be shown on the products ordered
5. You will be able to choose from 9 different greetings which will be printed inside the cards.
6. You do not have to order cards, you can just order one of the other products, but the minimum spend for any design is £4
7. Once you have placed your order in the basket, you will then have the option to either check out, or to add another child's design to the order
8. Once payment has been made you will receive a confirmation email with an Order Reference Number, this number must be written on your child's artwork form (on the other side from the artwork) to confirm payment has been made
9. The artwork must then be returned to the school, without it IQ cards will have no artwork to print

