

To move to the next field in the order dialog, press the Tab key. To move to the previous field, press the Shift key and the Tab key at the same time. You can also move to a field by clicking on it with the mouse.

To select one of the radio buttons (i.e. the disk size, payment method and shipping fields), click on the desired button. Using the keyboard, tab until the currently selected radio button is highlighted and use the up and down arrow keys to change the selection.

When you have filled in all the appropriate fields, click on the *Print* button to print the order form. The print dialog will be displayed where you can select certain print parameters. Click on *OK* in this dialog to print the order form. Mail the form to the address printed on the form or fax it to the number listed on the form. Be sure to include payment with the order form. We cannot process orders without payment.

To exit the dialog click on the *Exit* button.

If you use the CompuServe service you can order (register) GammaCAD PRO on-line. To do this, GO SWREG and use the registration id: 6911. Additional details about this service are available in the SWREG section on CompuServe.

See Also:

[Payment options outside the USA](#)

[Step by step instructions](#)

## Step by step instructions

The following is step by step instructions on how to complete the order form.

1. Type in your name in the edit box to the right of the text *Name*.
2. Press the Tab key to move to the company name field.
3. Type in the company name if you are using a company address and press Tab.  
Just press Tab to skip this field if there is no company name.
4. Type in the first address line and press Tab.
5. Type in the second address line (be sure to include city, state and zip in the US) and press Tab.
6. Type in the third address line (if any) and press Tab.
7. Type in the country name and press Tab.
8. Type in a phone number where you can be reached and press Tab. This number is used only if we have questions about your order.
9. Click on the desired disk size or use the up and down arrow keys to select the desired disk size and press Tab.
10. Select the desired payment method by clicking on it or by using the arrow keys. If the check / money order radio button is selected, the credit card fields are removed. Press Tab to move to the next field.
11. If the check / money order button was selected, move on to step 15.
12. Type in the number on the credit card and press Tab.
13. Type in the expiration date on the credit card and press Tab.
14. Type in the persons name on the card (not Visa or MasterCard) and press Tab.
15. Type in the desired number of GammaCAD's you wish to purchase and press Tab.  
Just press Tab to accept the default of one.
16. Select the proper shipping charges by clicking on the appropriate radio button or using the up and down arrow keys. If the country you typed in earlier was the USA, Canada or Mexico, select the first radio button. Select the second radio button for all other countries. Press Tab to move to the next field.
17. Check the sales tax box only if you are a resident Colorado. Do not check this box if you are not a resident of the US. Click on the box to check/uncheck it or use the space bar.
18. Click on the *Print* button or press Tab to highlight it and press Enter.
19. Select the desired print parameters in the print dialog and press the *OK* button.
20. A cancel dialog is displayed next. Do not press Enter or click on the Cancel button unless you want to cancel the printout. The dialog will disappear when the printout has been sent to the Windows Print Manager.
21. Mail the printed order form or fax it to the number listed on the printout.
22. Press the *Exit* button to exit this dialog.

If you have trouble printing the order form, there is a file (ORDER.TXT) which can be used instead. Double click on it in the file manager and follow the instructions.

## Payment options outside the USA

### **Visa / MasterCard**

When paying by Visa or MasterCard, the price in US dollars will be converted to your currency on your credit card bill using the current exchange rate. Visa and MasterCard do the conversion.

### **Check / Money Order**

We can also accept any check or money order in US dollars drawn on a US bank.

### **Postal Money Order**

You can also send a Postal Money Order. In most countries you can get a Postal Money Order, in US dollars. If you use this option you should mail or fax us the order form along with a copy of the Postal Money Order receipt. We will ship the product when we receive the order. Postal Money Orders can take a long time to reach us and this will speed up the process.



