



# DSA Student Order System

## Step by Step Guide

If you have any questions regarding this order system please contact the DSA Sales Team on 01604 798070 Option 2 or [dsasales@sightandsound.co.uk](mailto:dsasales@sightandsound.co.uk)

If you have received your DSA2 letter from your funding body and the funding has been issued to you, you are now ready to place your order. You can now do this using our online order system.

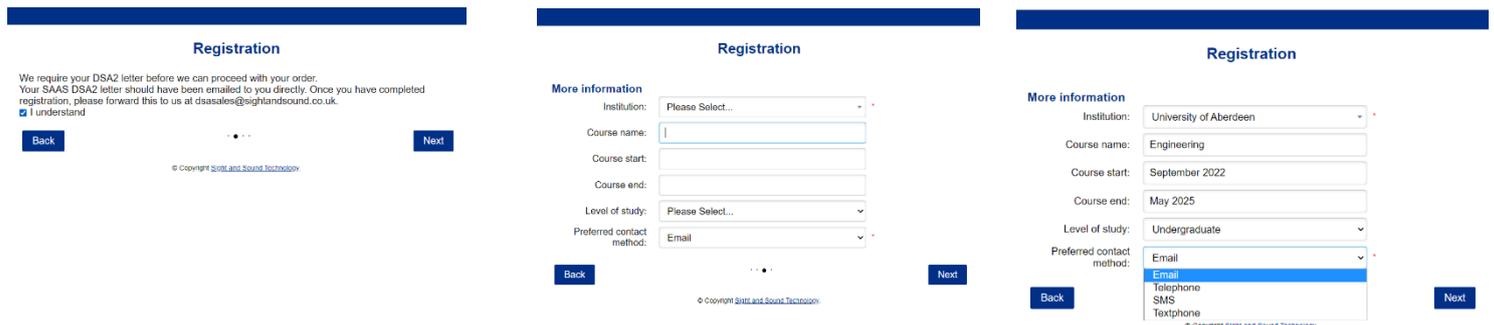
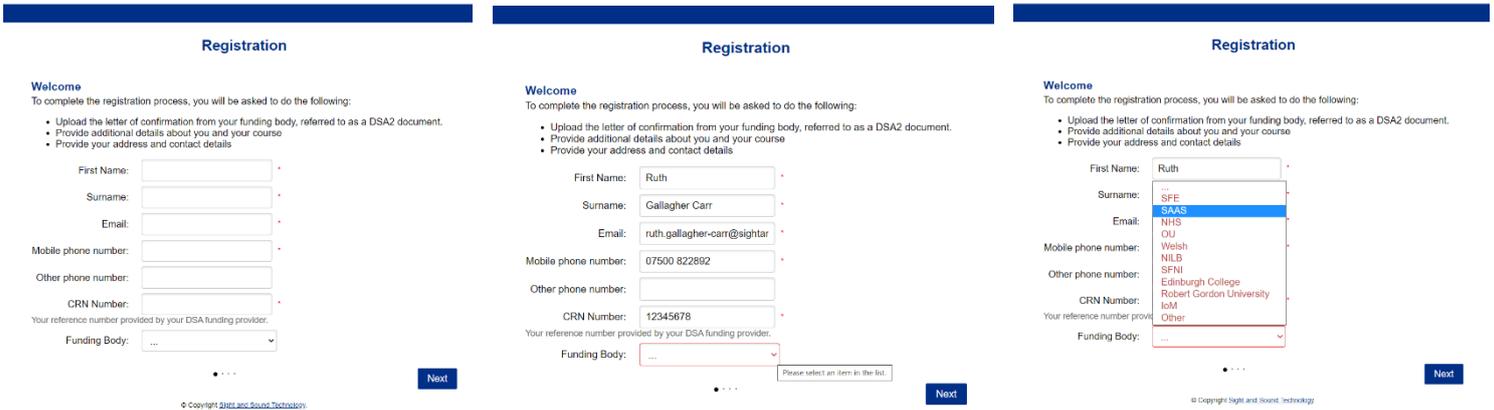
Visit <https://dsa.sightandsound.co.uk>

If you have registered with us before log in, otherwise select 'Student Registration'.



### Registration

When registering you will need to provide us with some information about you and where you are studying.



When you have completed all the forms please select 'Submit'.

**Registration**

**Home Address**

Line 1:

Line 2:

Town:

County:

Postcode:

**Term address**  
If differs to above

Line 1:

Line 2:

Town:

County:

Postcode:



**Main**  
[Dashboard](#)

**Products**  
[Browse and Search Products](#)  
[Basket](#)

**Quotes and Templates**  
[New Quote](#)  
[My Quotes](#)  
[My Templates](#)

**Other**  
[Request a Product](#)

**Account**  
[My Details](#)  
[Change Password](#)

**Contact/Feedback**  
[Send E-Mail](#)

Thank you for registering! We have sent you an email containing further information.

### Dashboard

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You will be emailed a registration confirmation email with your password.



## Welcome to Sight and Sound Technology

Hi, Ruth!

Welcome, and thank you for registering to manage your DSA order online with Sight and Sound Technology. We have created an account for you and your password is:  
**dhwBLDtWB&TPM\*Vfs9&3**  
Please keep this password safe.

Your DSA2 letter will be checked by our staff before your quote is available to order. We will let you know when it is ready to order.

To view details of your DSA quotes, please visit the following web page and log in with your new password.  
<https://dsa-test.sightandsound.co.uk>



## Your DSA quote is ready to order

Hi, Ruth!

Your quote has been checked and is now ready for you to order. Please log in to view the details and place the order.

[Log In](#)

At this point you just need to wait to hear from the DSA Sales team who will be checking your details. You will receive an email from them letting you know when you can log in again to place your order.

### Placing Your Order

When you have received confirmation that your order is ready to be placed please log in to the DSA Order portal – <https://dsa.sightandsound.co.uk> – using your email address and the password sent to you.

Once logged in you will see your Dashboard which shows all your Open Quotes.

Select 'Place Order' on the Open Quote you would like to order.



Welcome Ruth Gallagher Carr, Logout

### Dashboard

DSA2 Uploaded  
DSA2 Upload Complete.

#### Open Quotes

Quote ID	Date	Value	Access Centre	Actions
223827	21-05-2021	£1705.38	Sight and Sound Technology	<input type="button" value="Place order"/>
223828	21-05-2021	£1329.00	University of Strathclyde	<input type="button" value="Place order"/>

Showing 1 to 2 of 2 entries

#### Orders

Quote ID	Date Ordered	Confirmation Sent	Delivery
No data available in table			

Showing 0 to 0 of 0 entries

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At the next window you will need to check the box of each line to confirm that this is what you would like to order. Then select 'Next'

### Order Basket

**Student Name:** Ruth Gallagher Carr  
**Student CRN:** 111222333  
**Course Start Date:** September 2021  
**Course End Date:**

**Insurance and Warranty Duration:** 3 Years

The total value of your quote (including VAT) is **£1784.02**. This is not necessarily the amount you would pay, but we would advise you to check this total with the amount on your DSA2 letter. Any discrepancies found later may delay your order.

**Basket**  
 Please check and confirm each item in your order before proceeding with the order process. If you do have any enquiries, please contact us.

Item	Quantity	Confirm Item
<b>1.02 Laptop Computer</b>		
WKH15 Laptop with: 15.6"/5 10th Gen/8GB RAM/ 512GB SSD - subject to availability DSA SPEC	1	<input type="checkbox"/>
Software Loading, Activation and System Configuration Software Loading, Activation and System Configuration	1	<input type="checkbox"/>
<b>1.04 Software</b>		
TextHelp Gold Student v12 TextHelp Read & Write Gold version 12 - Student Licence for Windows, Mac and Chrome Single User DSA, (TextHelp Professional features now included in Gold version as standard)	1	<input type="checkbox"/>
Global Autocorrect Spelling Correction Software	1	<input type="checkbox"/>
Microsoft Security Essentials Microsoft Security Essentials to guard against viruses, spyware, and other evil software. It provides real time protection for your home or small business PCs.	1	<input type="checkbox"/>

### Order Basket

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Software Loading, Activation and System Configuration Software Loading, Activation and System Configuration	1	<input checked="" type="checkbox"/>
<b>1.04 Software</b>		
TextHelp Gold Student v12 TextHelp Read & Write Gold version 12 - Student Licence for Windows, Mac and Chrome Single User DSA, (TextHelp Professional features now included in Gold version as standard)	1	<input checked="" type="checkbox"/>
Global Autocorrect Spelling Correction Software	1	<input type="checkbox"/>
Microsoft Security Essentials Microsoft Security Essentials to guard against viruses, spyware, and other evil software. It provides real time protection for your home or small business PCs.	1	<input type="checkbox"/>

Single User DSA (TextHelp Professional features now included in Gold version as standard)	1	<input checked="" type="checkbox"/>
<b>Global Autocorrect</b> Spelling Correction Software	1	<input checked="" type="checkbox"/>
<b>Microsoft Security Essentials</b> Microsoft Security Essentials to guard against viruses, spyware, and other evil software. It provides real time protection for your home or small business PCs.	1	<input checked="" type="checkbox"/>
<b>1.11 Delivery Set Up and Familiarisation</b>		
<b>Delivery &amp; On-site Installation</b> On-site installation and assembly of computer equipment and testing in the presence of the student. In one timed appointment. Will include the set-up of students own peripherals where necessary.	1	<input checked="" type="checkbox"/>
<b>1.12 Insurance and Warranty</b>		
<b>Support</b> Technical Support included for 3 years. (160 00v)	1	<input checked="" type="checkbox"/>
<b>Warranty</b> Warranty extended to 3 years on the following products: WKH15 (50 00)	1	<input checked="" type="checkbox"/>
<b>Insurance</b> 3 years insurance (with no excess) for the following products: WKH15 (47 10). Price includes Insurance Premium tax. Sight and Sound Technology use: Specialty Risks as a broker recognised by DSA-QAGS that provides insurance to DSA students.	1	<input checked="" type="checkbox"/>
<b>1.13 Training</b>		
<b>Training</b> 1x1 Day Training session (non VU)	1	<input checked="" type="checkbox"/>
<b>Payment</b>		
Student contribution		£1784.02
Additional payment		£0.00
<b>Total</b>		£1784.02

If you would like to upgrade your laptop to a specific model, please contact us to discuss your options before proceeding.

**Next**

## Arranging Delivery

### Order Basket

**Delivery Address**  
 Home - House  
 Line 1: House  
 Line 2: The Street  
 Town: Northampton  
 County: Northamptonshire  
 Postcode: NN1 1WD  
 Mobile phone number: 07500622892

**Delivery**  
 Delivery type: Please Select  
 Date:   
 Time:

Delivery note (e.g. how to get to your address, where to park):

**Next**

### Order Basket

**Delivery Address**  
 Home - House  
 Line 1: House  
 Line 2: The Street  
 Town: Northampton  
 County: Northamptonshire  
 Postcode: NN1 1WD  
 Mobile phone number: 07500622892

**Delivery**  
 Delivery type: Please Select  
 Date: Courier delivery with onsite installation  
 Time: Courier delivery

Delivery note (e.g. how to get to your address, where to park):

**Next**

### Delivery address

Delivery Address: Home - House  
 Line 1: House  
 Line 2: The Street  
 Town: Northampton  
 County: Northamptonshire  
 Postcode: NN1 1WD  
 Mobile phone number: 07500622892

**Delivery**  
 Delivery type: Courier delivery with onsite installation

Please note: Due to Covid restrictions, we cannot currently undertake onsite installation. Upon completion of your order, we will arrange a telephone call for remote assistance and setup.

Date:   
 Time:

Delivery note (e.g. how to get to your address, where to park):

**Next**

### Order Basket

**Delivery Address**  
 Home - House  
 Line 1: House  
 Line 2: The Street  
 Town: Northampton  
 County: Northamptonshire  
 Postcode: NN1 1WD  
 Mobile phone number: 07500622892

**Delivery**  
 Delivery type: Courier delivery with onsite installation

Please note: Due to Covid restrictions, we cannot currently undertake onsite installation. Upon completion of your order, we will arrange a telephone call for remote assistance and setup.

Date: Wednesday, 9 June 2021  
 Time: 08:00 - 18:00

Delivery note (e.g. how to get to your address, where to park):

**Next**

### Order Basket

**Payment totals**  
 Student contribution: £1784.02  
 Additional payment: £0.00  
 Total: £1784.02

**Billing address**  
 Billing Address: Home - House  
 Billing first name: Ruth  
 Billing Surname: Gallagher Carr  
 Line 1: House  
 Line 2: The Street  
 Town: Northampton  
 County: Northamptonshire  
 Postcode: NN1 1WD  
 Phone number: 01604 790077

**Submit**

## Making Payment

When you have completed all the delivery details you will be taken to a secure payment page.

### How do you want to pay?

Sight and Sound Technology Limited  
 Order description: Sight and Sound DSA order 223827  
 To pay: £1,784.02

- VISA Visa
- VISA Visa Debit
- VISA Visa Electron
- MasterCard
- Debit MasterCard

**Cancel**

Your payment is secured by **sage pay**

### Your card details

Sight and Sound Technology Limited  
 Order description: Sight and Sound DSA order 223827  
 To pay: £1,784.02

Name: Ruth Gallagher Carr  
 Card: 0000 0000 0000 0000  
 Expiry: MM / YY | CVC: 123

**Confirm card details**

Your payment is secured by **sage pay**

When your payment has been processed you will be automatically returned to your DSA Dashboard.  
 You will also receive an email confirmation of your order.

This can be reviewed from the Dashboard by selecting 'View' under the Communications Log menu.

From the Main Dashboard you can also review your order by selecting the Quote ID under 'Orders'.

Your order will go into Build and you will be contacted ahead of your delivery date by the courier.

If you have any questions in the meantime please don't hesitate to get in touch with our DSA Sales team on [dsasales@sightandsound.co.uk](mailto:dsasales@sightandsound.co.uk) or 01604 798070 Option 2