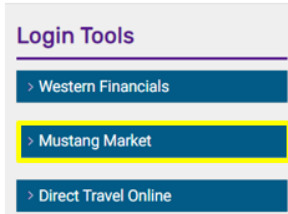


Ordering NVIVO Products in Mustang Market

Note: A Shopper or Requisitioner role is required to complete these steps. Please email procurement@uwo.ca for additional assistance.

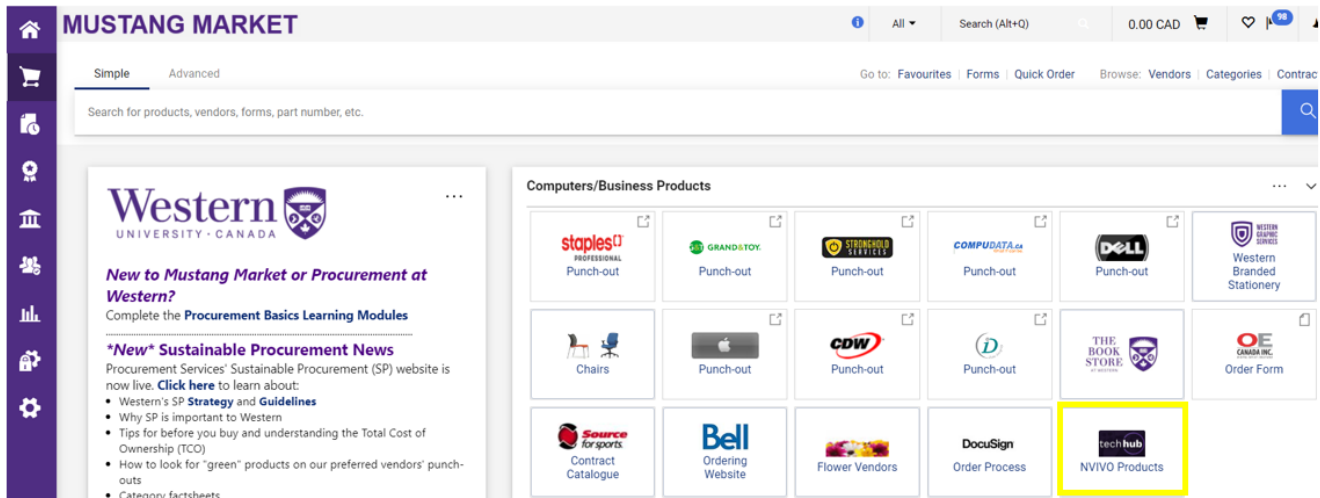
Step 1: Login into Mustang Market

From the [Financial Services](#) website, select the Mustang Market login link:



Step 2: Navigate to the NVIVO catalogue in Mustang Market

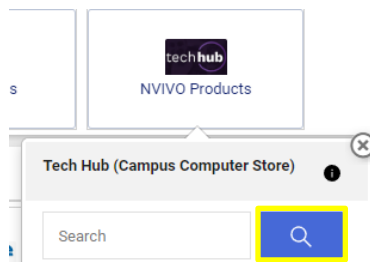
Under the Computers/Business Products category, click on the NVIVO product catalogue:



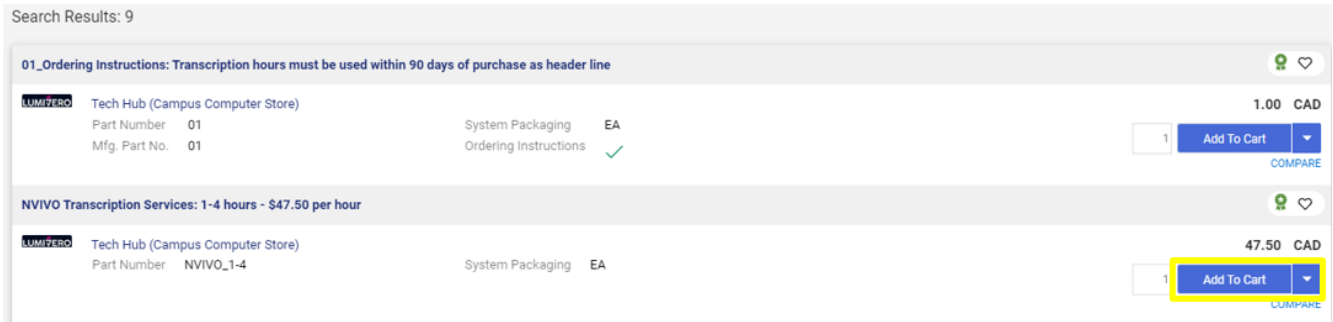
Step 3: Find your product

In the Search field, enter a search term or leave this field blank to return all products*. Click on the magnifying glass icon to view the catalogue results.

**Due to the minimal number of products, leaving the search field empty is preferred to ensure you will see all available products.*

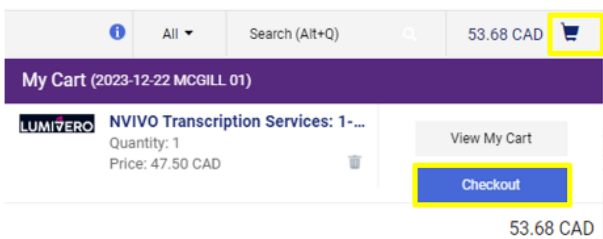


From the product list, select your required product and click the **Add to Cart** button:



Step 4: Checkout your order

Click on the cart icon in the top right corner of the screen. Then select **Checkout**.



Enter your Speedcode and Account code and then submit your requisition.

For assistance with completing your requisition, or any other Mustang Market tasks, please refer to the [Requisitioner User Guide](#).