

# ProLon Ordering Instructions

**Patient Site:** [www.zerolimitschiropractic.gethealthy.store](http://www.zerolimitschiropractic.gethealthy.store)

1. 1st time Patient:
  - a. Go to the website above
  - b. You will be prompted to enter your email address in the field at the bottom left of the Home page
  - c. Click 'Get Started'
2. 'Create an Account'
  - a. Fill in all the prompted fields: Name, Date of Birth
  - b. Create a password  
(write password here for recall: \_\_\_\_\_)
3. 'Accept the Terms' by checking the box
4. Click on 'Create Account'
5. A 'Success' message will appear
6. Begin shopping by clicking the 'Start Shopping' tab
7. Once in the Product area, you will have 3 options
  - a. Single Meal box
  - b. 3 month program
  - c. 6 month program. They select their preference.
8. Then Click the 'Add to Cart' button.
9. You will prompted for Dr. Syl's HCP Code: ProDesaulniers1
  - a. If you do not enter this code, you will be asked a series of questions to determine eligibility for the ProLon Program
  - b. Once these questions are answered, you can place products in your Cart.
10. Choose a delivery option
  - Subscribe & Save (5%)
  - One-time order
11. Enter 'Payment' information and 'Shipping' address to complete the Order
12. For all future purchases with an established ProLon account:
  - a. Login from the bottom left on the home page to be connected directly to Dr. Syl's order site.

**Zero Limits Site:** [www.master.gethealthy.store/admin/admin](http://www.master.gethealthy.store/admin/admin)

1. On the Home Page (Overview tab) we can create an order for a patient when they are here in our office and do not want to do it themselves, or if we have suggested the program to them and we want to email them the suggested order for them to pay for.
2. This is done by clicking on the 'Add New' tab. If they do NOT already have a ProLon account then we will enter all of their personal information. If they have an existing account we can look up their name.
3. We then choose the product(s) we want to put in their cart.
4. We then choose the billing option of either a one-time shipment, or Subscribe & Save
5. There is a 'Note' field. This can be used to put any instructions from the doctor as to how to do the plan, at what frequency, etc.
6. Then we click the 'Email Cart' tab.
7. This will send their cart details directly to their email. They would then open this email, click on the link to their cart, and then complete their order by putting in their payment information and shipping desires.
8. OR, if they are in the office at this moment and want us to process the order to completion, instead of clicking the 'Email Cart' tab, we click on the **'Next' tab**. Then simply get their payment from them and process on the spot.