

A large, three-dimensional blue Intel logo sculpture is mounted on a light-colored concrete wall. The sculpture is positioned in the foreground, with a modern glass skyscraper visible in the background. The building's glass reflects the sky and surrounding environment. The Intel logo is rendered in its characteristic blue color and stylized font.

# Intel

*WFH Ordering Guide*

# How to navigate?

for  
Steelcase Direct

Intel globally has engaged Steelcase to help create a workspace that allows Intel's employee to be productive and organized at home.

Follow these a few easy steps to register your corporate email address and unlock special pricing and product offered for your purchase.



[Click here](#) to access the APAC WFH Platform

Upon entering the store, create an account using your Intel email address to see preferred pricing. If you reside in China, select the image to view a QR code.

## What's New?

Newly added  
**Japan Store**  
as part of  
Steelcase Direct.



*\* No longer manual inquiry needed.*

### Steelcase Direct – Online Purchase

#### STEP 1

##### Select Your Location

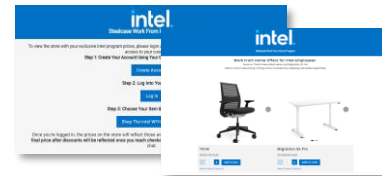


Once the account is created and log-in, please scroll down to your nearest location illustrated in globes.

If you've noticed your specific country is not listed, please selected **"All Other Locations"** and refer the **"offline"** steps below.

#### STEP 2

##### Product Solution Offering & Quantity Purchase



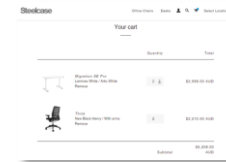
After clicking your location, you may be prompt to register / log-in if you have not done so.

Once log-in, you will be able to access the product landing page to choose your globally approved Intel x Steelcase products.

Please input your desire **"Quantity"** through - / + button for both or either items, before clicking **"Add To Cart"**.

#### STEP 3

##### Add to Cart and Check Out



Once you have decided the quantity, click **"Add To Cart"** it will then lead you to the **"Check Out"** page immediately.

If you need to edit the quantity, you may adjust directly and click **"Update Cart"** to reflect on the sub-total price.

Once you have confirmed your purchase details, click **"Check Out"**.

#### STEP 4

##### Update Contact and Shipping Address to Complete Order



At this page, Intel employee are required to update contact and shipping details, once that is complete, please click **"Continue Shipping"** to complete order.

Your order will be received by Steelcase representative and your purchase confirmation will be send to you via your registered email.

Thank you!

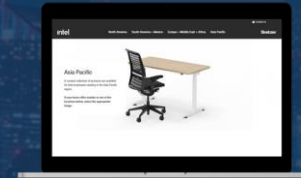


# How to navigate?

for  
Authorized Dealer

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## Steelcase Authorized Dealer – Offline Purchase

### STEP 1

#### Select Your Location



ALL OTHER LOCATIONS

If you notice your specific country is not listed, please selected “**All Other Locations**”.

This will mean the “**all-other location**” purchase will be managed via Steelcase dealer model.

### STEP 2

#### Select your language and Solution Offering

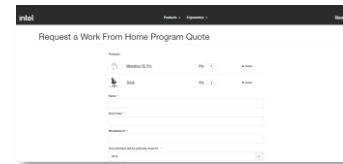


It will lead you to this landing page to choose language and it will lead you to another page that shows the Intel x Steelcase globally aligned products.

**Please select your item by:**  
“**Add to Request**” > “**View Request**”

### STEP 3

#### Request a Work From Home Program Quote



After view request, it will lead you to this page to insert your contact details and shipping address and click “**Send Request**” once completed.

If you wish to modify your quantity, your may edit directly on the QTY box or “**delete**” if you wish to remove items.

### STEP 4

#### Request will be processed to Complete Order



Your order request will be sent and processed by our Steelcase Dealers for final quotation.

Your purchase quote and confirmation will be sent to you via your registered corporate email. Your order confirmation will be communicated and managed by our Authorized Dealer representative to help complete your order.

Thank you!

# WeChat Store Purchase

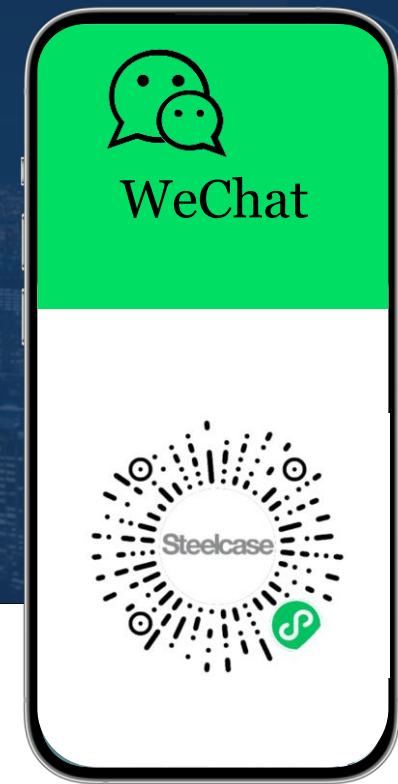
Intel globally has engaged Steelcase to help create a workspace that allows Intel's employee to be productive and organized at home.

Follow these a few easy steps to register your corporate email address and unlock special pricing and product offered for your purchase.

For China Only



Using your WeChat mobile apps, scan the QR code shown.



## STEP 1

### Steelcase x Intel Store Front



Once you scan the QR code, you will be directed to the Steelcase x Intel WFH WeChat Store front page.

Insert the discount code for Intel China: **scintelwfh**

请用微信扫描附件内QR二维码，并输入优惠码：**scintelwfh**

## STEP 2

### Select Your Location



Start shopping by choosing your globally approved Intel x Steelcase solution and special employee price on display.

如果有其他问题

## STEP 3

### Add to Cart and Check Out



Checkout and put discount code: **scintelwfh** select payment method as click "Pay at Check Out"

请在Steelcase微信小程序内联系客服。

**Steelcase®**