**PART A – Online shopping basics**

Because not all online sellers are legitimate, you can still be scammed when shopping online. For example, you may receive the item you paid for, but it’s fake, it doesn’t match the description, it’s faulty (and you’re unable to get a replacement), or maybe you will receive nothing at all!

One effective way to protect yourself from online shopping scammers is to know who you’re dealing with. **Go to Consumer Affairs Victoria’s ‘**[**Online shopping safety tips**](https://www.consumer.vic.gov.au/products-and-services/online-shopping/safety-tips-online-shopping)**’ and use the information on this website to complete the table.**

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| --- | --- |
| **Concept** | **Summarise the concept in 1- 4 sentences.** |
| **Research the seller** |  |
| **Read the seller’s refund and returns policy** |  |
| **Check the site is secure** |  |

**PART B – SMART ONLINE SHOPPING IN THE WORKPLACE**

Your boss at the local convenience store, Kirra, wants to use the services of a safe, reputable online supplier to make an order for the store. She is interested in:

* 25 x USB flash drives (min capacity 32Gb)
* 25 x wireless mice (any colour)
* 100 x hand sanitiser bottles (60mL size)

The budget for these items is $700. If you cannot make the purchases for under $700, you must explain **why**.

1. **Using the information you gathered in PART A, select two trusted and secure online retail websites and complete the table.**

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| --- | --- | --- | --- |
| **Retailer** | **Website link** | **Why you believe they can be trusted** | **Why you believe they have a secure website** |
|  |  |  |  |
|  |  |  |  |

1. **Using the order requirements provided by Kirra in PART B - SMART ONLINE SHOPPING IN THE WORKPLACE, complete the table.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Retailer** | **Item** | **Description** | **Quantity** | | | **Price** | **Total ($)** |
|  | Flash drive |  |  | | |  |  |
| Wireless mouse |  |  | | |  |  |
| Sanitiser |  |  | | |  |  |
| Postage |  |  | | |  |  |
|  | **Order total ($)** | | | | |  |
|  | Flash drive |  | |  |  | |  |
| Wireless mouse |  | |  |  | |  |
| Sanitiser |  | |  |  | |  |
| Postage |  | |  |  | |  |
|  | **Order total ($)** | | | | |  |

1. **Write 1-2 paragraphs thoroughly explaining which retailer you recommend for Kirra. Your response should take into consideration your findings on cost, trust and security, as well as any other information relevant to your recommendation.**

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