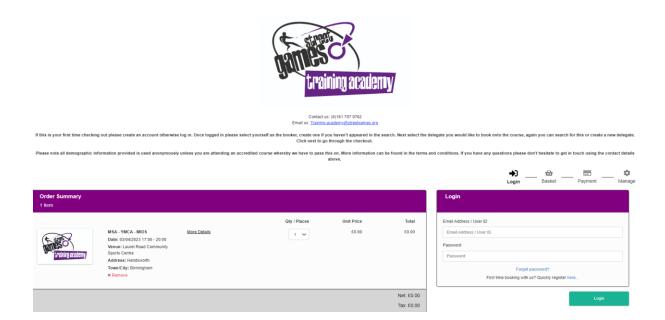
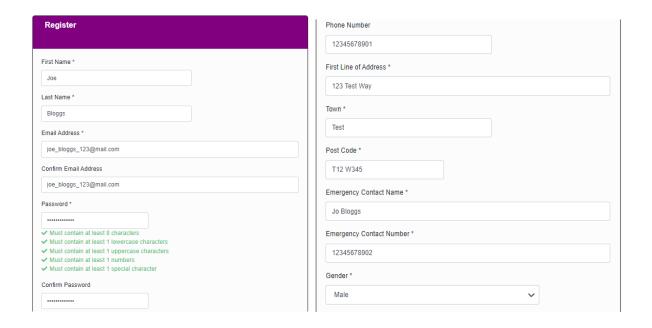
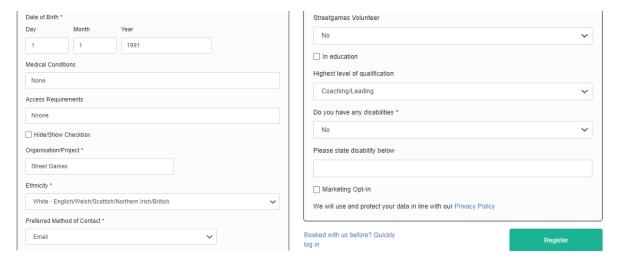
After copying & pasting the link to your web browser, the following page will appear.

Select 'Quickly Register Here' to input all your details.



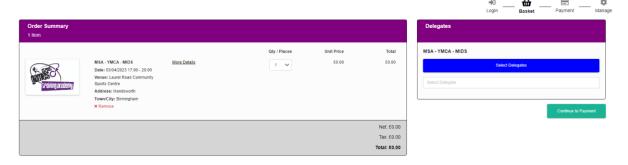
Register all details as shown below -





Once registered, the following page will appear

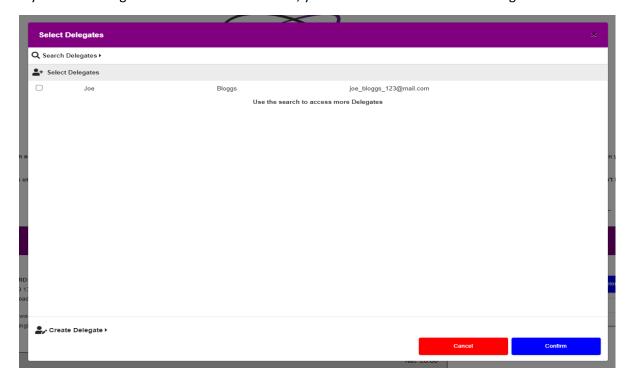
Choose 'Select Delegates'



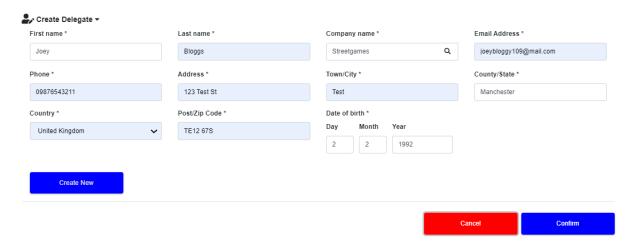
Your account will automatically show.

If you are booking yourself on the course, select yourself and 'Confirm'

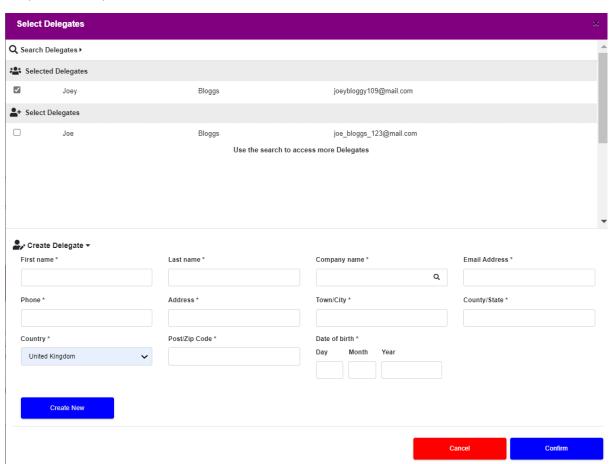
If you are booking someone else on the course, you'll need to choose 'Create Delegate'



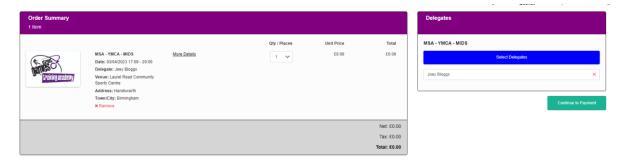
If you are adding someone else to the course, enter their details then choose 'Create New'



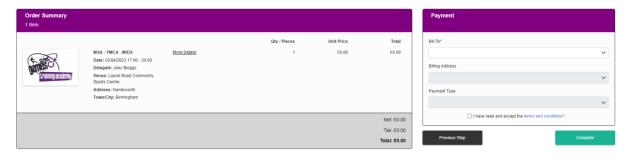
They, as well as yourself, will then show on the screen – select them, then 'Confirm'



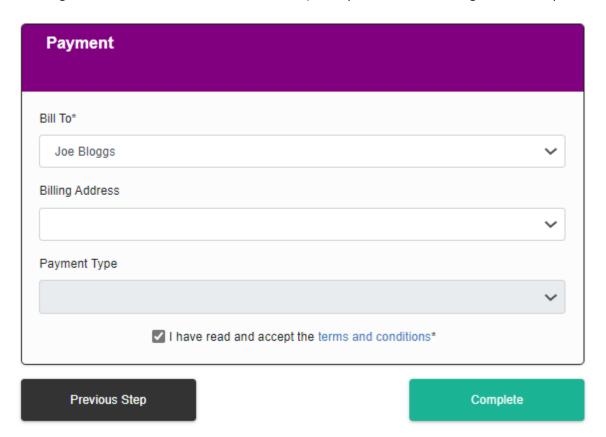
They/yourself will now be added as a delegate and you can continue to payment (for free courses, you won't be charged, any paid courses, you'll be asked to enter your card information)



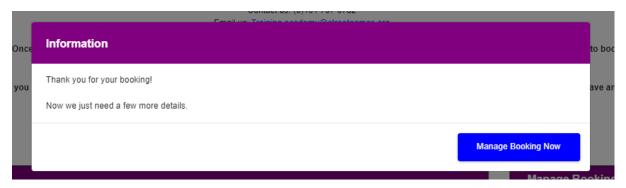
Once you have continued to payment, you'll get the following screen



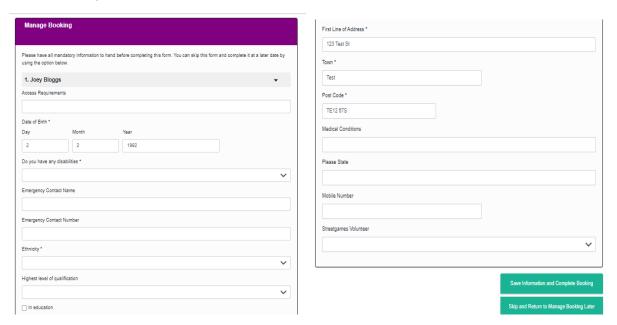
You will need to select the drop-down arrow at 'Bill To' to populate your name (this needs to be done regardless whether it is a free course or not) once your name is showing, select 'Complete'



You'll then be booked on the course and be asked to 'Manage Booking Now' where we will ask for more details about yourself (if you're booking for someone else, they can do this at a later time)

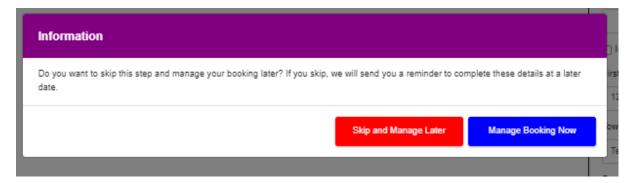


You can enter your details now or do this at a later date



Either 'Save Information and Complete Booking' or 'Skip and Return to Manage Booking Later'

If you "skip" you'll be presented with the following

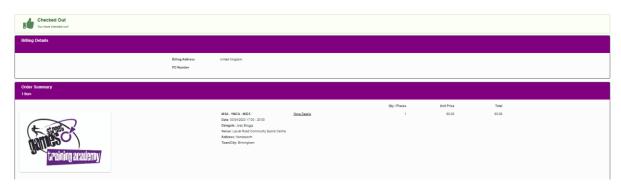


If you choose to 'Manage Booking Now' you'll be taken back to the previous screen and once you have filled in your details you'll be presented with the below page

If you 'Skip and Manage Later' or if you chose to save your information firstly, you'll also be presented with the below page



his is your first time checking out please create an account otherwise log in. Once logged in please select yourself as the booker, create one if you haven't appeared in the search. Next select the delegate you would like to book onto the course, again you can search for this or create a new delegate. Click next to go through the checkout.



If you have any issues or concerns, please contact us on 0161 707 0782 / <a href="mailto:training.academy@streetgames.org">training.academy@streetgames.org</a>