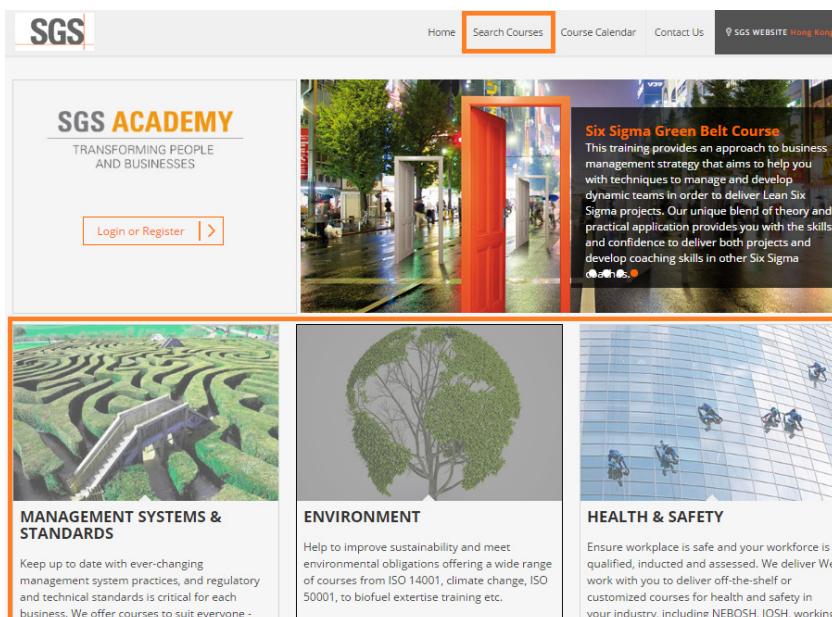
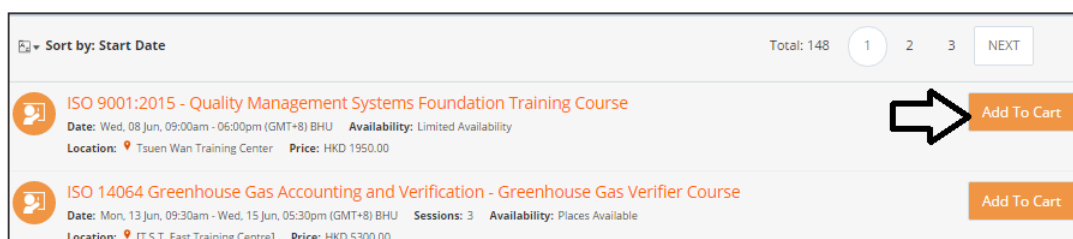


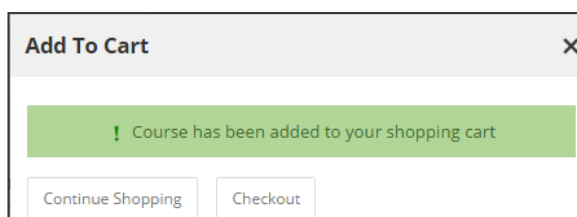
Step 1 From the landing page, click on a preferred category to view available courses. Or, you may also click on the Search Courses from the top menu to view all courses.



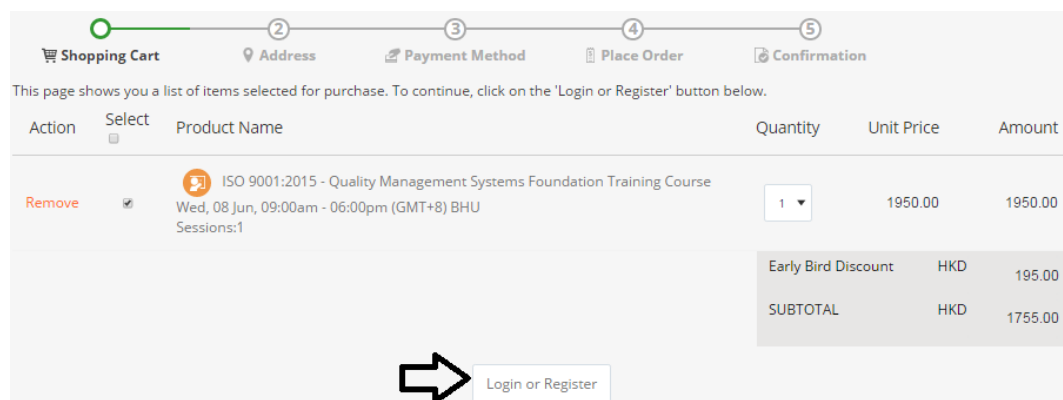
Step 2 Search for the course if you know the name or leave the search box empty to see all the available classes. Click on **Add to Cart** for the course you would like to book.



Step 3 You can go back to book another course or proceed to **Checkout**



Step 4 You need to **login** or **register** to proceed.



Step 5 Select the **quantity** of attendees you like to add to this booking. You also have the option to **enrol yourself** or not

Action	Enrol Self	Product Name	Quantity	Unit Price	Amount
Remove	<input checked="" type="checkbox"/>	ISO 9001:2015 - Quality Management Systems Foundation Training Course Wed, 08 Jun, 09:00am - 06:00pm (GMT+8) BHU Sessions:1	1	1950.00	1950.00
Early Bird Discount				HKD	195.00
SUBTOTAL				HKD	1755.00

Next

Step 6 Select your **Billing Address**. You can edit your personal Billing Address or add a new one.

My Contacts

Inna HK Valencia

Addr1
Kowloon, Hong Kong
1234
1234
inna.hk@test.com

Add Contact

Previous Next

Step 7 Select the **Payment Method**

Cart Items

This page shows you a list of items selected for purchase. Click on the Next button to proceed.

Product Name	Quantity	Unit Price	Amount
ISO 9001:2015 - Quality Management Systems Foundation Training Course Wed, 08 Jun, 09:00am - 06:00pm (GMT+8) BHU Sessions:1	1	1950.00	1950.00

Payment Method

1 Item HKD1950.00
Early Bird Discount HKD 195.00
SUBTOTAL HKD1755.00
TAX HKD 0.00
TOTAL HKD1755.00

Billing Address

Inna HK Valencia

Addr1
Kowloon, 1234
Hong Kong

1234
inna.hk@test.com

Change billing address

Step 8 Place the Order

after agreeing with the Terms and Conditions

Place Order

You have chosen Pay Later as the method of payment. Click on the 'Place Order' button to create an order.

Product Name	Quantity	Unit Price	Amount
ISO 9001:2015 - Quality Management Systems Foundation Training Course Wed, 08 Jun, 09:00am - 06:00pm (GMT+8) BHU Sessions:1	1	1950.00	1950.00

Payment Method Pay Later

SUBTOTAL	HKD1755.00
TAX	HKD 0.00
TOTAL	HKD1755.00

☒ I agree with the Terms and Conditions

[Previous](#) [Place Order](#)

Step 9 You will receive

confirmation that you have successfully placed your order. This can also be viewed under 'My Orders' tab.

Confirmation

! Thank you! Course booking(s) received successfully! An email booking confirmation will be sent to you shortly.

[Continue Shopping](#) [My Current Learning](#) [My Orders](#)