

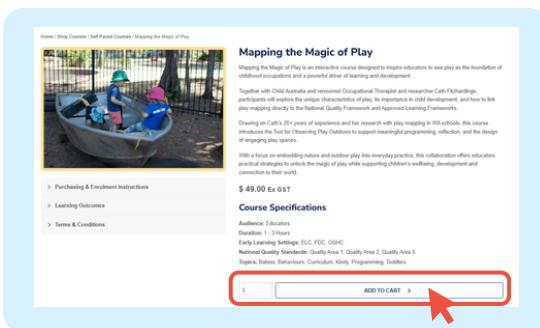
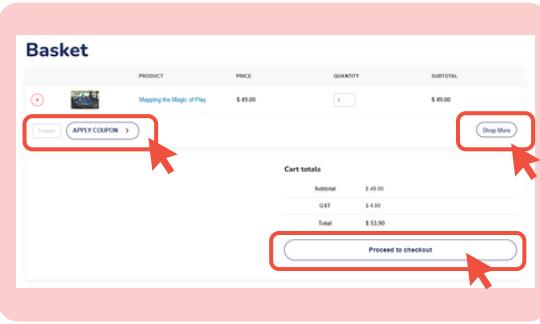
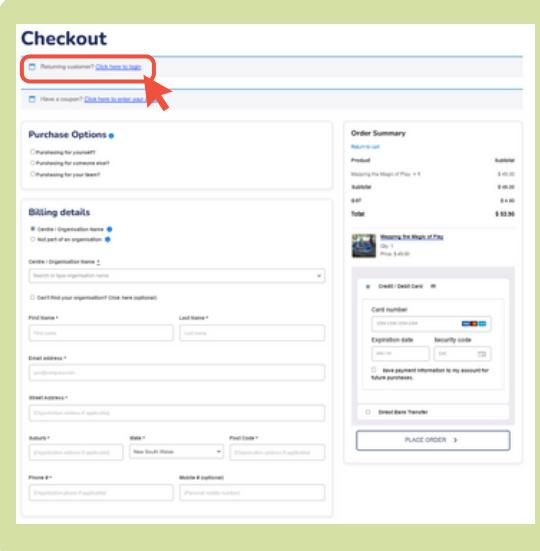
Welcome to the new shop!

We've upgraded our Child Australia Shop

What's New?

- ★ A fresh new look and easier navigation
- ★ Quickly find courses by topic, role, framework or location using our updated tags and filters!
- ★ Enroll users into courses immediately after purchase

If you experience any issues during this time, please contact us at support@childaustralia.org.au

1

Add a Workshop or Online Course

Browse the shop and select the Professional Development (PD) course you'd like to purchase.

Adjust the quantity.

Add to cart.

2

Keep Shopping or Checkout

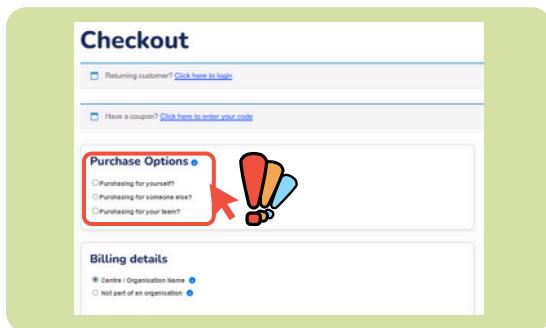
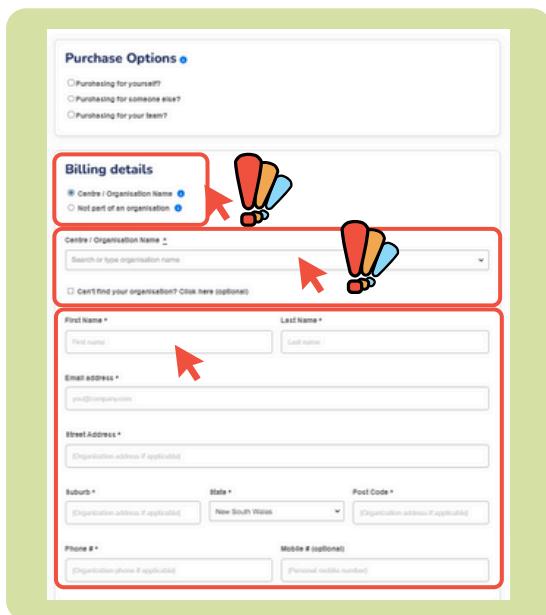
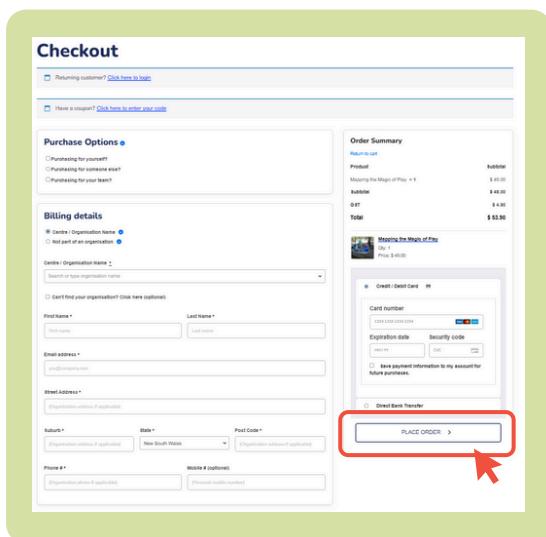
Click "Shop More" if you want to add more courses.

Otherwise, finalise your order by applying a discount code (if available) and proceed to checkout.

3

Log in or Automatically Create your New Account

- **If you are an existing user** but have not yet logged in, sign in to your account to continue. The login option is available at the top of the page during checkout.
- **If you are a new user**, an account will automatically be created and emailed to you using the information you provide at checkout. This will be your Online Learning Centre login.

4

Tell us who you're purchasing for

Please select one option:

- **"Purchasing for yourself" (just for you)**
- **"Purchasing for someone else" (one other person)**
- **"Purchasing for your team" (2 or more people / multiple colleagues and/ or yourself)**

Mixed Purchase?

- If you're buying for yourself and others, please choose **"Purchasing for your team"**

5

Enter your Billing Information

Select whether you are purchasing as an:

- Organisation, or
- Individual **(if you don't work for an organisation)**

Then:

- Choose your organisation from the dropdown
- or tick "I can't find my organisation" if you can't find your organisation name and enter the details manually

Then:

- Complete your details (name, email, address, phone)

6

Place your Order

Review your order and click "Place Order".

If you're purchasing for yourself

- You'll be automatically redirected to "My Courses" where you can access your online learning course straight away.
- A tax invoice and enrollment confirmation email will be sent to you once payment is confirmed.
- **See page 3 for a step-by-step guide.**

If you're purchasing for someone else or your team

- After checkout, you'll be redirected to an Enrollment Page to add the enrollee(s).
- Prefer to enrol later? tick that box and an email with enrollment instructions will be sent once payment is confirmed.
- **See pages 4-5 for a step-by-step guide.**