

For cell phone and other touch screen users: touch the code here first to copy it

SANZAFLALIVERV22

This way, when you are asked for the code later, you can just touch to paste it.

Visit our online store by clicking this link <u>training.theresponsiblevendors.com/store</u> or copying and pasting it into your address bar. (Google will take you to the wrong place- please don't.)

Choose the **COURSE YOUR MANAGER HAS INSTRUCTED YOU TO TAKE** and click **Add**

If you have been instructed to take more than one course, the purchases must be made separately, in different transactions, to receive the full discount. If you put more than 1 course in your shopping cart, you will be charged for the additional courses.

Click **Proceed to Cart** (you will not be charged; you will enter code when prompted...) or click on shopping cart on cell phone

Two choices will appear on the screen...Login *or* Create an Account. If you have not already done so, please create an account.

You will be asked to confirm your location by choosing your country and then your state. Verify the course title you have chosen is correct and choose **Next Step: Checkout** Under payment info, Click <u>Do You Have A **Coupon Code**</u> so box opens. Enter (paste):

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Click <u>Apply.</u> Please respect **capital letters**, **spaces**, etc. It's case-sensitive. Be sure there is no empty space before the first letter which sometimes happens when pasting.

Click Go to Dashboard

While those who have never been on the site will be asked to create a profile, returning learners will simply go to the course they've been enrolled in and click to start.

When creating your profile, you'll be asked what establishment is requiring your training, please specify **Sanza FLA Live Arena** so we put you on the correct list.

Enjoy the course!

Every learner on the site must have their own email address which cannot be shared with others as it is a unique identifier. This code may not be forwarded to or shared with anyone without the express consent of the manager it has been provided to. Unauthorized use or abuse of this code will result in learners being charged and fewer uses of the code. Thank you for your business!

www.TheResponsibleVendors.com