

REGISTERED COMPANY CHECKOUT



From any page of the website click here to go to your **Basket** so you can **Checkout**

The screenshot shows the Skills Training Centre website homepage. At the top left is the logo. To the right are navigation links: REGISTER, LOGIN, and 0 BOOKINGS. Below the logo is a main navigation menu with links for COURSES, E-LEARNING, WINTER MAINTENANCE, BROCHURES, INSIGHTS, ABOUT US, and CONTACT US. A search bar is located below the menu. The main content area features a large banner with the text: 'Specialists in providing skills and safety training for corporate and public sector organisations across the UK'. Below this is a blue bar with the text: 'YOUR PERFECT TRAINING PARTNER FOR HIGHWAY INSPECTION; SECTOR SCHEMES; CONFINED SPACES; NEW ROADS & STREET WORKS; WINTER SERVICE; AND GROUNDS MAINTENANCE.' At the bottom of the banner are two buttons: 'COURSE SEARCH' and 'MAKE AN ENQUIRY'. Below the banner are three smaller promotional tiles: 'Course A-Z' with a list icon, 'Register for an account' with a person icon, and 'Sign up for updates' with an envelope icon.

SKILLS TRAINING CENTRE

REGISTER LOGIN 0 BOOKINGS

COURSES E-LEARNING WINTER MAINTENANCE BROCHURES INSIGHTS ABOUT US CONTACT US

Search our courses.. SEARCH

SIMPLE COST EFFECTIVE TRAINING SOLUTIONS AT YOUR FINGERTIPS

Specialists in providing skills and safety training for corporate and public sector organisations across the UK

YOUR PERFECT TRAINING PARTNER FOR HIGHWAY INSPECTION; SECTOR SCHEMES; CONFINED SPACES; NEW ROADS & STREET WORKS; WINTER SERVICE; AND GROUNDS MAINTENANCE.

COURSE SEARCH MAKE AN ENQUIRY

Course A-Z
See a full list of our courses

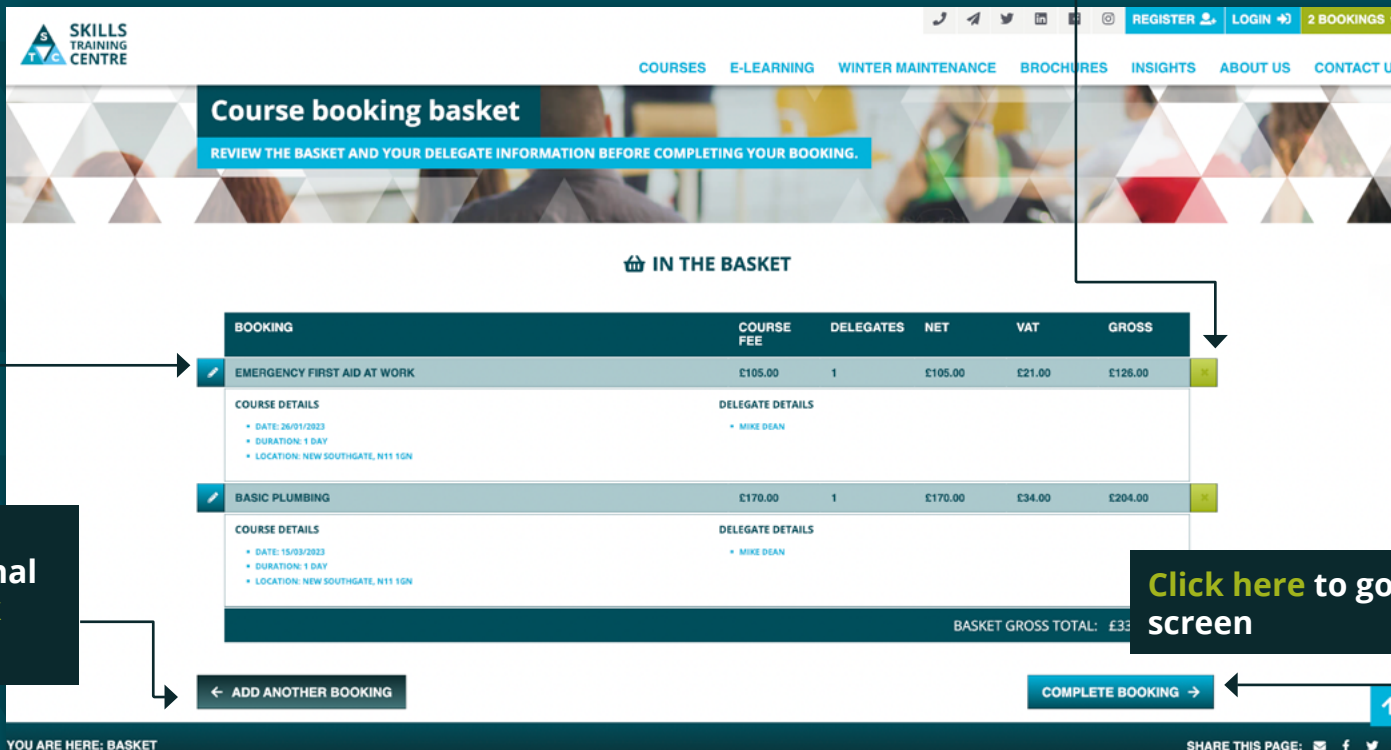
Register for an account
Members gain additional benefits with their own account. Manage your profile, delegates and orders all from one place.

Sign up for updates
Receive our latest news, information on new upcoming courses and special offers straight to your inbox.

YOUR BASKET

To edit the delegates you have booked onto the course **click the pencil at the end of the relevant course line**

To delete a course from your basket **click the cross at the end of the relevant line**



SKILLS TRAINING CENTRE





REGISTER LOGIN 2 BOOKINGS

COURSES E-LEARNING WINTER MAINTENANCE BROCHURES INSIGHTS ABOUT US CONTACT US

Course booking basket

REVIEW THE BASKET AND YOUR DELEGATE INFORMATION BEFORE COMPLETING YOUR BOOKING.


IN THE BASKET

BOOKING	COURSE FEE	DELEGATES	NET	VAT	GROSS	
 EMERGENCY FIRST AID AT WORK	£105.00	1	£105.00	£21.00	£126.00	
COURSE DETAILS <ul style="list-style-type: none">DATE: 26/01/2023DURATION: 1 DAYLOCATION: NEW SOUTHGATE, N11 1GN		DELEGATE DETAILS <ul style="list-style-type: none">MIKE DEAN				
 BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00	
COURSE DETAILS <ul style="list-style-type: none">DATE: 15/03/2023DURATION: 1 DAYLOCATION: NEW SOUTHGATE, N11 1GN		DELEGATE DETAILS <ul style="list-style-type: none">MIKE DEAN				

BASKET GROSS TOTAL: £330.00

[← ADD ANOTHER BOOKING](#) [COMPLETE BOOKING →](#)

YOU ARE HERE: BASKET

SHARE THIS PAGE: 

If you need to make additional bookings **click here**

Click here to go to the payment screen

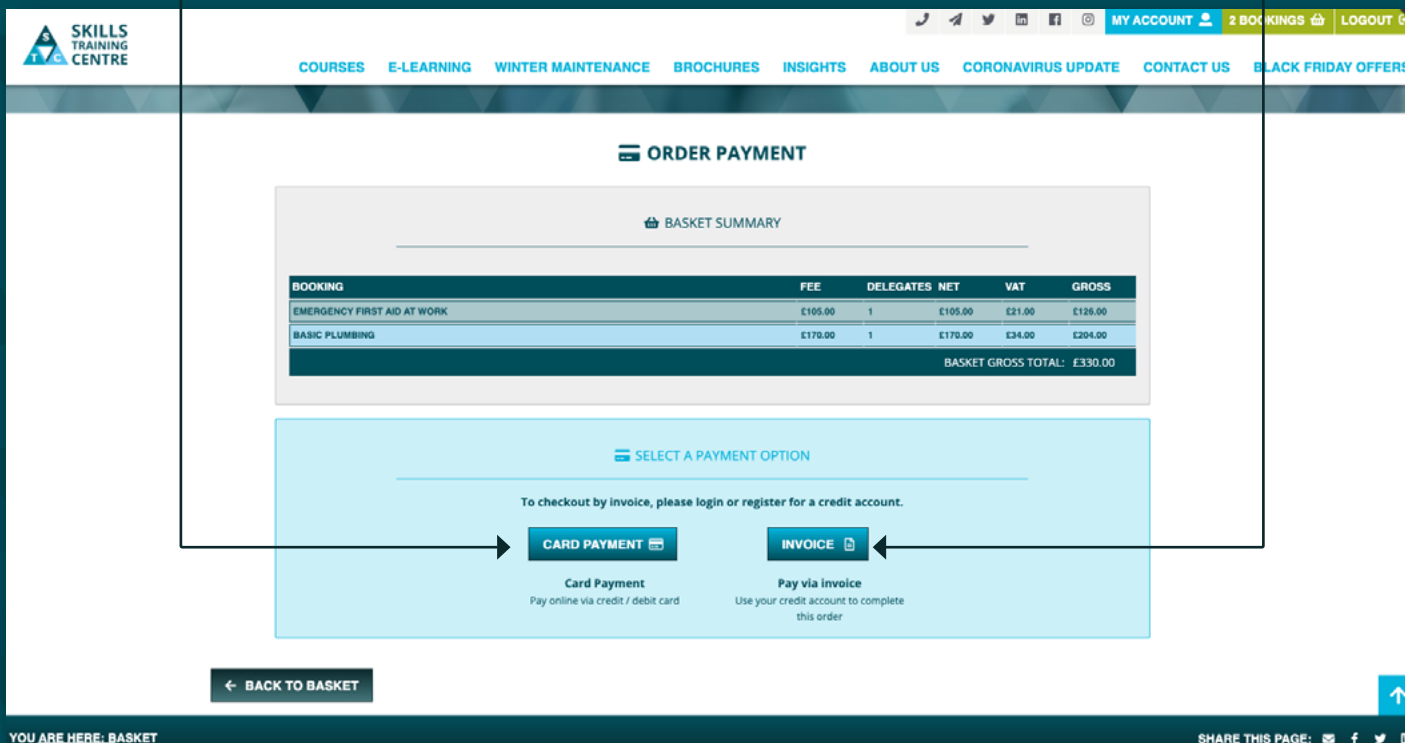
PAYMENT SELECTION

To pay by credit card select the

'PAY BY CARD' button

If you have a Credit account with us or would like us to check if you are eligible for Credit facilities select the

'PAY BY INVOICE' button



ORDER PAYMENT

BASKET SUMMARY

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	1	£105.00	£21.00	£126.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
BASKET GROSS TOTAL:					£330.00

SELECT A PAYMENT OPTION

To checkout by invoice, please login or register for a credit account.

CARD PAYMENT
Card Payment
Pay online via credit / debit card

INVOICE
Pay via invoice
Use your credit account to complete this order

[← BACK TO BASKET](#)

YOU ARE HERE: [BASKET](#)

SHARE THIS PAGE: [📧](#) [f](#) [t](#) [📱](#)

PURCHASE ORDER NUMBER

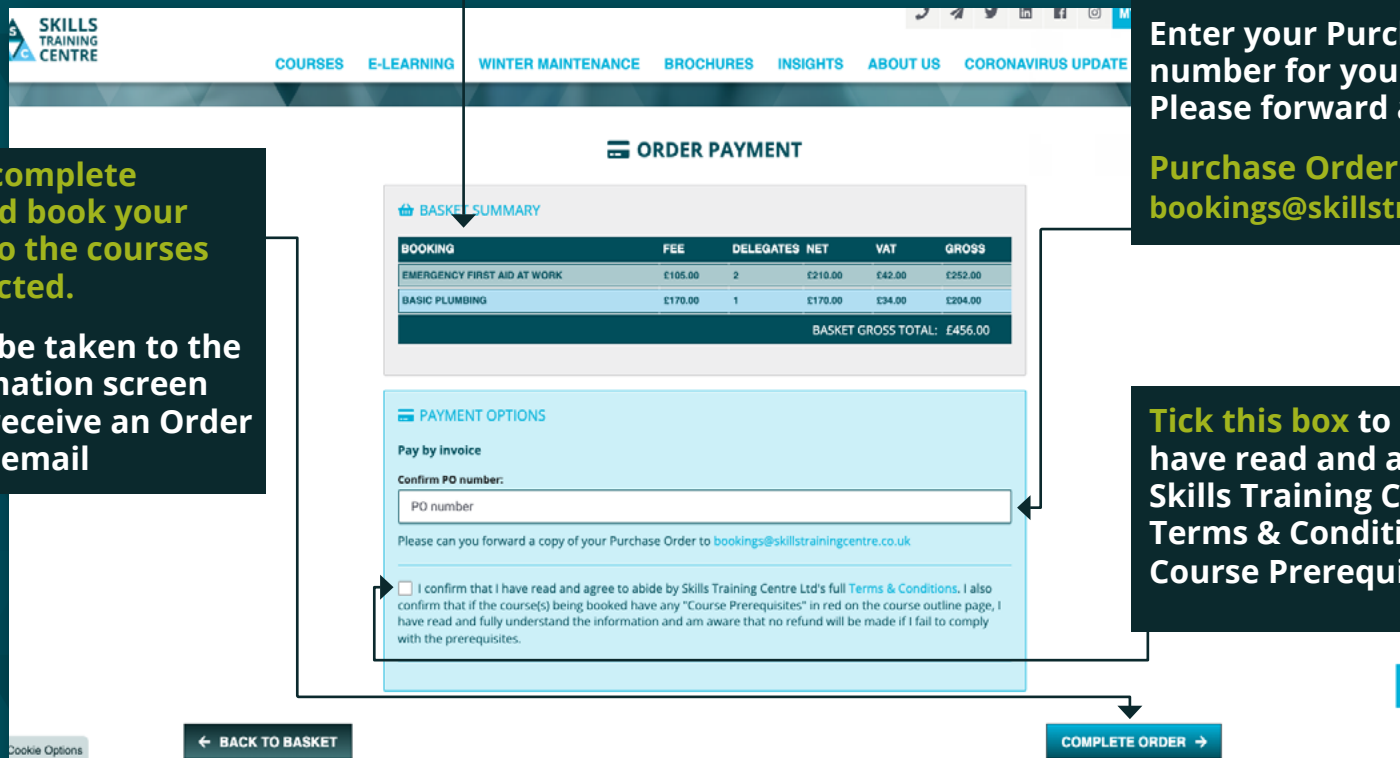
The courses you are booking will be displayed here

Enter your Purchase Order number for your booking here. Please forward a copy of the full Purchase Order to bookings@skillstrainingcentre.co.uk

Click here to complete your order and book your delegates onto the courses you have selected.

You will then be taken to the Order Confirmation screen and will also receive an Order Confirmation email

Tick this box to confirm that you have read and agree to abide by Skills Training Centre Ltd's full Terms & Conditions and Course Prerequisites



SKILLS TRAINING CENTRE

COURSES E-LEARNING WINTER MAINTENANCE BROCHURES INSIGHTS ABOUT US CORONAVIRUS UPDATE

ORDER PAYMENT

BASKET SUMMARY

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	2	£210.00	£42.00	£252.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
BASKET GROSS TOTAL:					£456.00

PAYMENT OPTIONS

Pay by invoice

Confirm PO number:

Please can you forward a copy of your Purchase Order to bookings@skillstrainingcentre.co.uk

I confirm that I have read and agree to abide by Skills Training Centre Ltd's full Terms & Conditions. I also confirm that if the course(s) being booked have any "Course Prerequisites" in red on the course outline page, I have read and fully understand the information and am aware that no refund will be made if I fail to comply with the prerequisites.

[← BACK TO BASKET](#) [COMPLETE ORDER →](#)

ORDER CONFIRMATION SCREEN

– PO NUMBER

STC Order Number for your booking, please quote this if you need to contact Skills Training Centre about your booking

PO Number that you entered on the previous screen

Total cost of the booking you have made.

Courses you have booked. If you have booked more than 1 course then there will be multiple course titles shown here multiple course titles shown here

Number of delegates that you have booked onto this course

Course name, location, date and duration

If you have booked more courses they will appear below these on the confirmation screen

Names of the delegates you have booked onto the course. If you have booked any Delegate TBA's please email the delegate name(s) for the course(s) to

operations@skillstrainingcentre.co.uk

ORDER NUMBER: 2754
PO NUMBER: SCHOOLS PACKAGE

We are currently processing your order and will email you soon with confirmation.

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	2	£210.00	£42.00	£252.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
BASKET GROSS TOTAL: £456.00					

ATTENDEE(S)

Emergency First Aid at Work
New Southgate, N11 1GN | 26/01/2023 | 1 day

- Delegate 1 Mr mike mike
- Delegate 2 Mr mike mike

Basic Plumbing
New Southgate, N11 1GN | 15/03/2023 | 1 day

- Delegate 1 Mr mike mike

SEARCH COURSE Q

ORDER CONFIRMATION EMAIL

– PO NUMBER



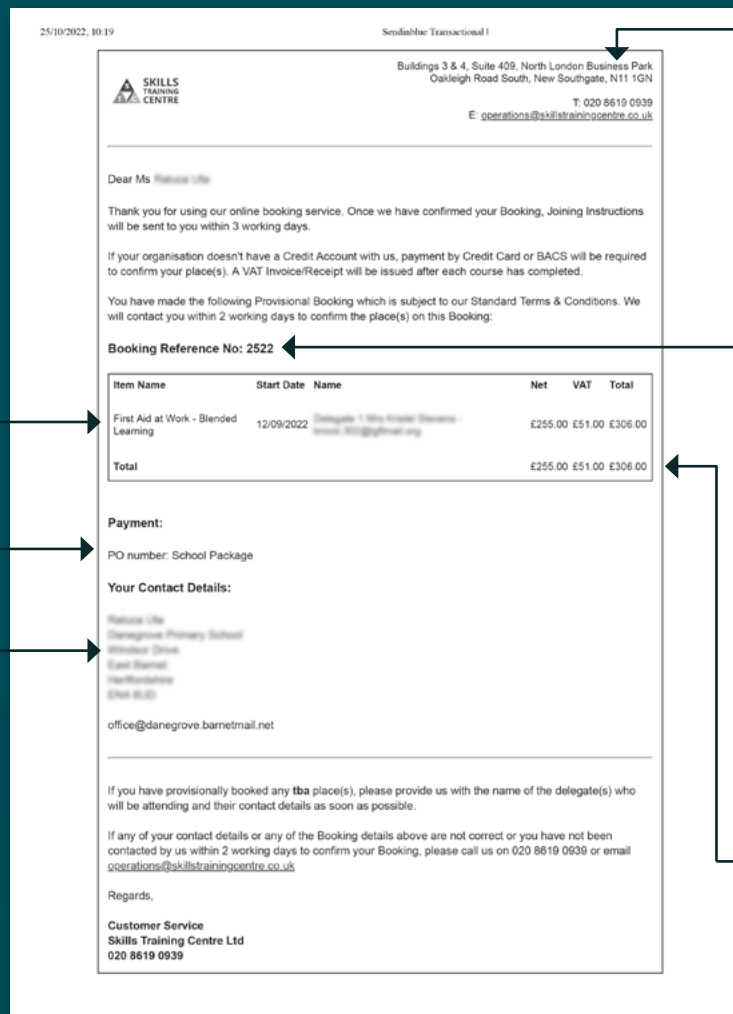
This email confirmation will be sent to the email address that is registered to your online account.

Joining Instructions for your booking will be emailed to you within 3 working days.

Courses you have booked, date of courses and names of delegates booked onto the courses

PO Number for your booking

Your contact details



Skills Training Centre contact details

STC Order Number for your booking, please quote this if you need to contact Skills Training Centre about your booking

If you have booked any Delegate TBA's onto your course bookings please email the delegate name(s) for each course(s) to

operations@skillstrainingcentre.co.uk

PAY BY CARD – BILLING DETAILS

Email Address that the card payment receipt will be sent to

This will be pre-populated with the email address attached to your account

Enter the name that is displayed on the card you are making paying with

The courses you are booking will be displayed here

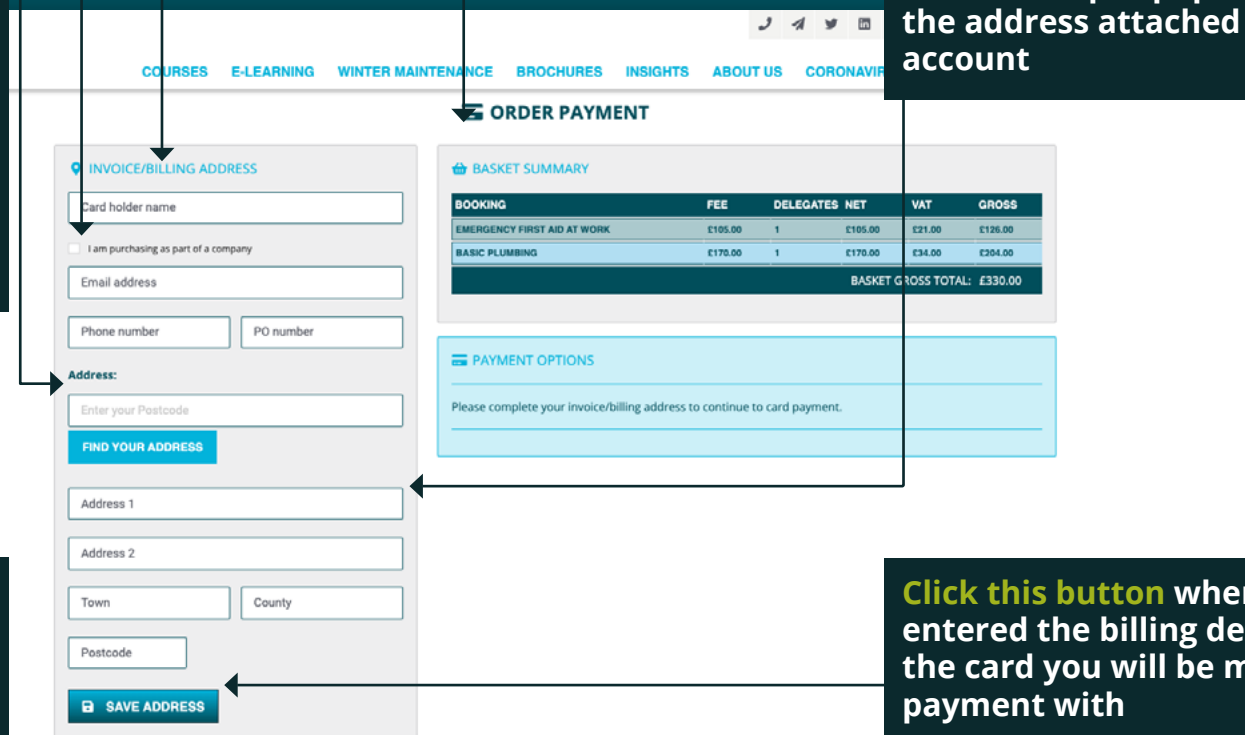
If the billing address shown is not correct

Type in your PostCode then press the 'FIND YOUR ADDRESS' button to search for your address.

You can then select your address from the drop down menu

Billing Address for the card you are making payment with

This will be pre-populated with the address attached to your account



ORDER PAYMENT

INVOICE/BILLING ADDRESS

Card holder name

I am purchasing as part of a company

Email address

Phone number PO number

Address:

Enter your Postcode

FIND YOUR ADDRESS

Address 1

Address 2

Town County

Postcode

SAVE ADDRESS

BASKET SUMMARY

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	1	£105.00	£21.00	£126.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
BASKET GROSS TOTAL:					£330.00

PAYMENT OPTIONS

Please complete your invoice/billing address to continue to card payment.

If you need to edit the delegate names on your selected course(s) or add additional course(s) click back

Click this button when you have entered the billing details for the card you will be making payment with

PAY BY CARD

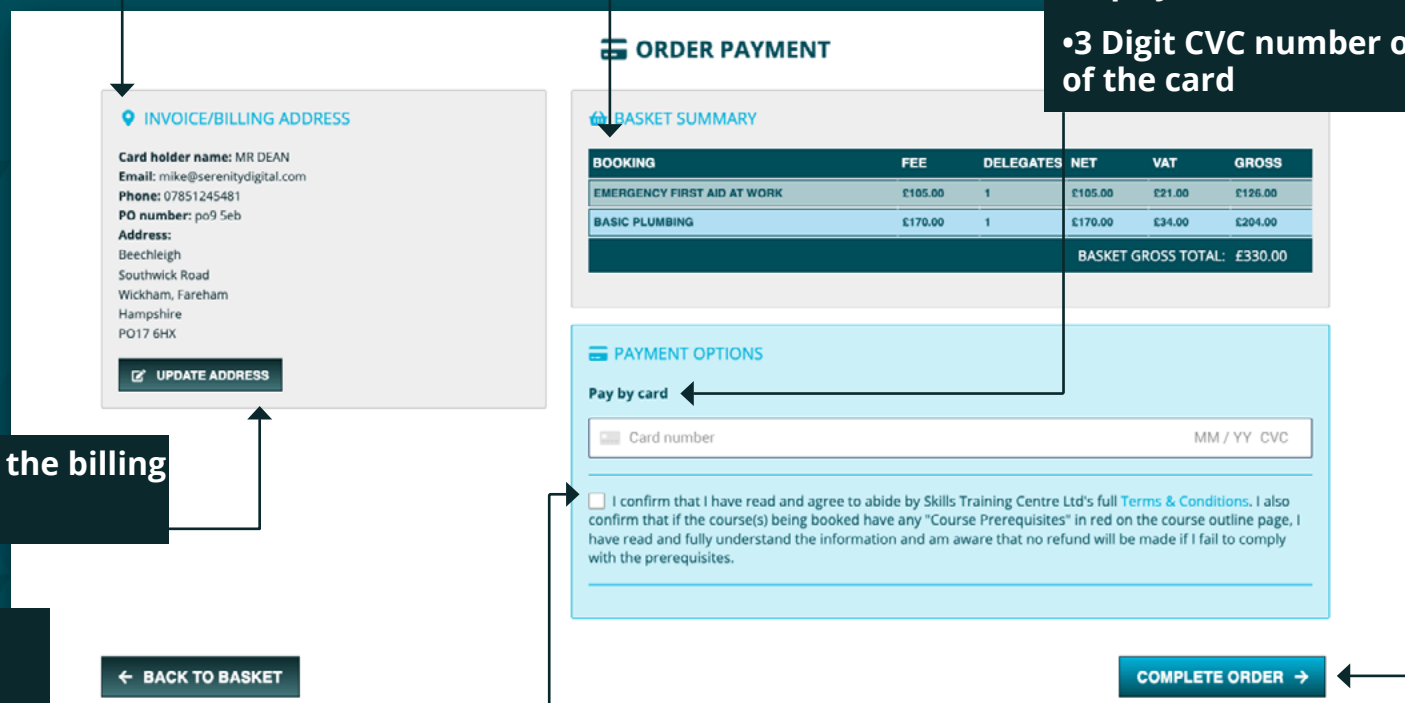
– PAYMENT DETAILS

Billing Address for the card you are making payment with

The courses you are booking will be **displayed here**

Enter in this box the;

- 16 Digit Card number
- Expiry date of the card
- 3 Digit CVC number on the rear of the card



The screenshot shows the 'ORDER PAYMENT' page. On the left is the 'INVOICE/BILLING ADDRESS' section with a 'UPDATE ADDRESS' button. In the center is the 'BASKET SUMMARY' table. Below that is the 'PAYMENT OPTIONS' section with a 'Pay by card' option selected, a card number input field, and a terms and conditions confirmation checkbox. At the bottom are 'BACK TO BASKET' and 'COMPLETE ORDER' buttons. Arrows from the surrounding text boxes point to these specific elements on the page.

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	1	£105.00	£21.00	£126.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
			BASKET GROSS TOTAL: £330.00		

To change / update the billing address **click here**

Tick this box to confirm that you have read and agree to abide by Skills Training Centre Ltd's full Terms & Conditions and Course Prerequisites

Once you have entered your card details, **click here to make payment for your courses and to complete your order**

ORDER CONFIRMATION SCREEN – CARD PAYMENT

Courses you have booked.
If you have booked more than 1 course then there will be multiple course titles shown here

STC Order Number for your booking, please quote this if you need to contact Skills Training Centre about your booking

Number of delegates that you have booked onto this course

Total cost of the booking you have made.

ORDER NUMBER: 2751

We are currently processing your order and will email you soon with confirmation.

BOOKING	FEE	DELEGATES	NET	VAT	GROSS
EMERGENCY FIRST AID AT WORK	£105.00	1	£105.00	£21.00	£126.00
BASIC PLUMBING	£170.00	1	£170.00	£34.00	£204.00
BASKET GROSS TOTAL: £330.00					

ATTENDEE(S)

Emergency First Aid at Work

New Southgate, N11 1GN | 26/01/2023 | 1 day

- Delegate 1 Mr Mike Dean

Basic Plumbing

New Southgate, N11 1GN | 15/03/2023 | 1 day

- Delegate 1 Mr Mike Dean

INVOICE DETAILS

Name

MR DEAN

Email address

mike@serenitydigital.com

Phone

07851245481

PO number

po9 5eb

Address

Beechleigh
Southwick Road
Wickham, Fareham
Hampshire
PO17 6HX

Your contact details

Course name, location, date and duration

If you have booked more courses they will appear below these on the confirmation screen

Names of the delegates you have booked onto the course. If you have booked any Delegate TBA's please email the delegate name(s) for the course(s) to

operations@skillstrainingcentre.co.uk

FIND ANOTHER COURSE 🔍

ORDER CONFIRMATION EMAIL

– CARD PAYMENT



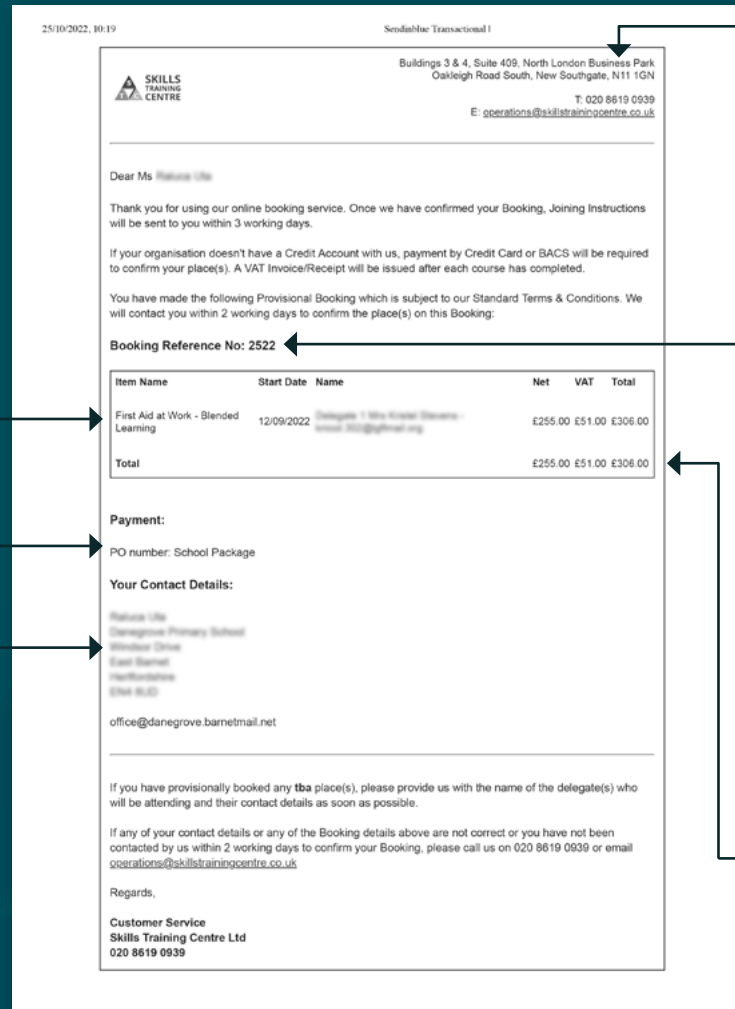
This email confirmation will be sent to the email address that is registered to your online account.

Joining Instructions for your booking will be emailed to you within 3 working days.

Courses you have booked, date of courses and names of delegates booked onto the courses

Confirmation that you made payment by card

Your contact details



Skills Training Centre contact details

STC Order Number for your booking, please quote this if you need to contact Skills Training Centre about your booking

If you have booked any Delegate TBA's onto your course bookings please email the delegate name(s) for each course(s) to

operations@skillstrainingcentre.co.uk