

## How to make a booking for Uniform Fittings

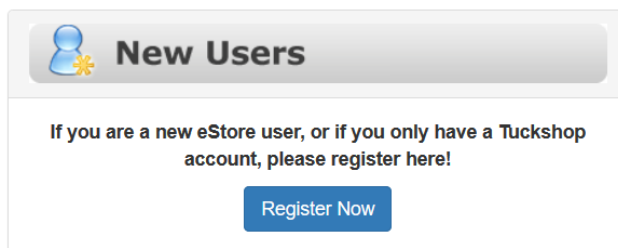
Go to <https://schoolshoponline.net.au/default.aspx>

Start typing the name of the school and select 'Balmoral State High School'.

Click on 'Go to Bookings'. The Balmoral State High School' site/page will open.

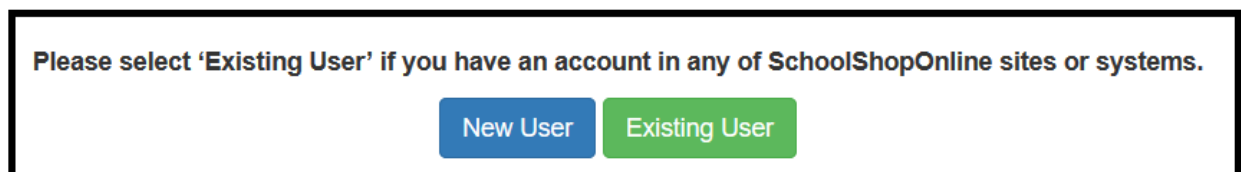
- Register or Login in. To register click on the 'Register Now' button.

Please note that you need to register if this is the first time you are using the Balmoral State High School Uniform site.



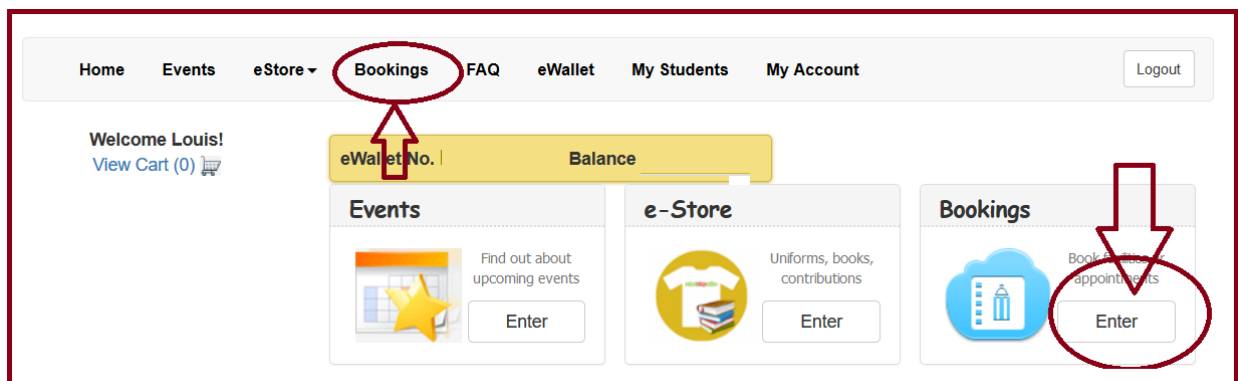
Upon clicking the Register 'Now Button' a new page will open and two buttons will appear.

- New User
- Existing User



Then Follow the prompt.

After completing the registration, choose the tab 'Bookings' or press enter in the Bookings icon



The Booking page will open where you can select the event you wish to book for.

Select: Uniform Shop.

Then select = Uniform Fittings Dec 2019.

Choose the date from the calendar provided

Home Events eStore Bookings FAQ eWallet My Students My Account Logout

Booking eWallet No. REG000015: Balance \$93.46

INSTRUCTIONS CONTACT US

Uniform Shop Uniform Fittings Dec 2019 Select Resource

03 December 2019 today December 3, 2019 day 2 days

	Room 1	Room 2	Room 3
	2:30 - 3:00 Room 1	2:30 - 3:00 Room 2	2:30 - 3:00 Room 3
3pm	3:00 - 3:30 Room 1	3:00 - 3:30 Room 2	3:00 - 3:30 Room 3
	3:30 - 4:00 Room 1	3:30 - 4:00 Room 2	3:30 - 4:00 Room 3

Select the time you wish to book for by placing your cursor on the time slot and click

A popup will appear as per below screen.

Room 1 Booking Confirmation

Please, confirm the details below

**Date:** 03/12/2019

**Session:** 15:30:00 - 16:00:00

**Price:** FREE

**Number of Participants:** 1

Note: Only 3 bookings are allowed per resource per day.

Close Confirm

Click confirm

Complete the booking form

## Booking Details

Fields marked with \* are mandatory

<b>First Name*</b> <input type="text"/>	<b>Address*</b> <input type="text"/>	
<b>Last Name*</b> <input type="text"/>	<b>Suburb*</b> <input type="text"/>	<b>State*</b> <input type="text"/>
<b>Email*</b> <input type="text"/>	<b>Country*</b> <input type="text"/>	<b>Postcode*</b> <input type="text"/>
<b>Phone*</b> <input type="text"/>		

Confirm the details and Confirm order

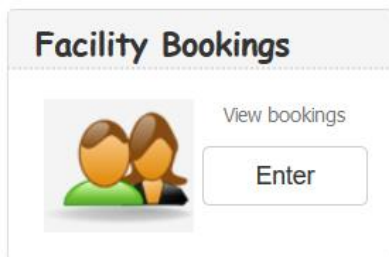
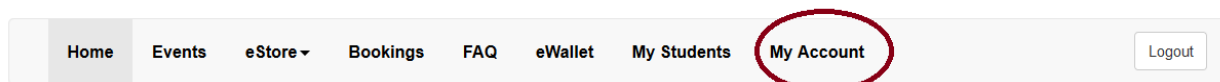
View Additional Information

Participants Copy/Repeat Names below

#	Session	Resource	First Name	Last Name	
<input type="button" value="+"/> 1	03/12/2019 15:30-16:00	Room 1	<input type="text" value="Louis"/>	<input type="text" value="Etienne"/>	<input type="button" value="Update Details"/>

Payment Details

You can review if you 'booking/Appointment' has been successful by clicking on the tab 'My Accounts', then select the icon 'Facility Bookings'.



Your appointments will be listed there.

You will also receive a confirmation in your email.