## Checkout

In the Cart page, make sure to tick the 'enable Group checkout' box and then Proceed to Checkout.



Category: Miscellaneous

## **Group Enrollment**

Once the payment is complete you will get a mail containing a link to the "Enroll Students" page.

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			Product Name	Quantity				
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			Associated courses :					
			Responsible Vendor Training Program					
			1. Responsible Vendor Training Program					
			You can enroll students in the purchased products from Enroll Student	<u>s</u> .				
			MACCTI					

To enroll a user to the course, follow the below steps

Forward

🔦 Reply

• The 'Select Group' dropdown will show you all the Group of courses that you have purchased in bulk. Select the Group which you wish to add your students to.

- You could manually add the details of the users to whom you enroll in the course by clicking on the 'Enroll User' button.
- Enter the first name, last name and email address of the user you are enrolling and click Enroll User.
- To enrol students in bulk, there is a CSV upload option available. The CSV should have the following columns:

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MACCTI Student	email@example.com	View Progress		
Showing 1 to 1 of 1 entries			Previous 1 Ne	xt

• First Name,Last Name,Email

When a new user has been enrolled, they will receive two emails, one containing their login information and one containing a link to access the course.

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