How to purchase classes on Brainier

1. You will start on your dashboard

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1. Click on the tool icon in the top right corner



1. Click on user/groups at the top, select user

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1. Use search bar to find user that needs training

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1. Once you found the user you want, click on the pencil on the right hand side



1. That will take you to their profile, you should see a section where you can log in as them.

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1. That will take you to their profile

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1. Use search bar at the top to find classes. All your Classes are Label NP for non-provider, select the one needed.

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1. You will see an option to add to cart, click on that,

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1. That will bring you to a place where you can select a date. Click on arrow to bring the drop down bar down. Select the date wanted.

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1. It is at this time where you can decide to purchase more classes using the search bar at the top or you can click on the cart icon in the top right corner

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1. Click on the option check out now

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1. Fill out information and then click continue

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1. Look over the confirm order page and click on proceed to payment.

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1. It will then ask for your credit card information. Once that has submitted you are all set and have purchased the class.