



CPD On-Demand® Service

THE CPD STUDY AID VOUCHER PROCESS

THE CPD ON-DEMAND STUDY AID VOUCHER PURCHASE SERVICE

The objective of this Service is to provide a facility for companies and government bodies to provide their staff with sponsored CPD Training. In addition, companies can give Vouchers to CPD On-Demand Users as an additional marketing tool.

The Vouchers are used to purchase 'Study Aids' within the CPD On-Demand Service.

VOUCHER PURCHASE

The Service is designed to be accessed by organisations wishing to purchase CPD Study Aid Vouchers. Links to the web-based Voucher Purchase Service are featured on e-mail campaigns or from sellers websites.

The Voucher purchaser types in their details and then clicks on the 'Purchase Vouchers' button and is taken to a dropdown that lists a range of different priced Vouchers. The purchaser then enters the quantities of the voucher(s) required and clicks the continue button on the dropdown.

This then calculates and shows the total purchase price and the user is requested to tick the box entitled 'I have read and understood the Sales Terms and Conditions'. When this is done the purchaser clicks on the 'continue' button in order to pay for the voucher(s) with a credit / debit card or via EFT.

Once the transaction is completed, the purchaser is presented with a .pdf document(s) listing all the Vouchers purchased. The purchaser can then either download and print this or e-mail it to themselves for printing. Once printed, the purchaser simply cuts out each Voucher with a pair of scissors and distributes them as required.

VOUCHER USE

Once a User is given a voucher, he/she can use it to purchase 'Study Aids' within the CPD On-Demand Service. The Voucher is depicted below:



The Voucher contains the name of the purchasing organisation, the Value of the Voucher that can be used to purchase 'Study Aids' within CPD On-Demand, a unique Voucher Code and the expiry date of the Voucher.

The User enters the CPD On-Demand Service in the normal way and chooses a 'Study Aid' to purchase, He / she is then given a choice to pay with their personal Credit / Debit card or with a Voucher. If 'Voucher' is selected, then the User is asked to enter the Voucher code. The price of the 'Study Aid' is deducted from the value of the Voucher by the system and the remaining balance shown. If the remaining balance is positive the user clicks on the proceed button to access the 'Study Aid'. If the balance is exceeded, then the User will need to select a 'Study Aid' within the balance value available.