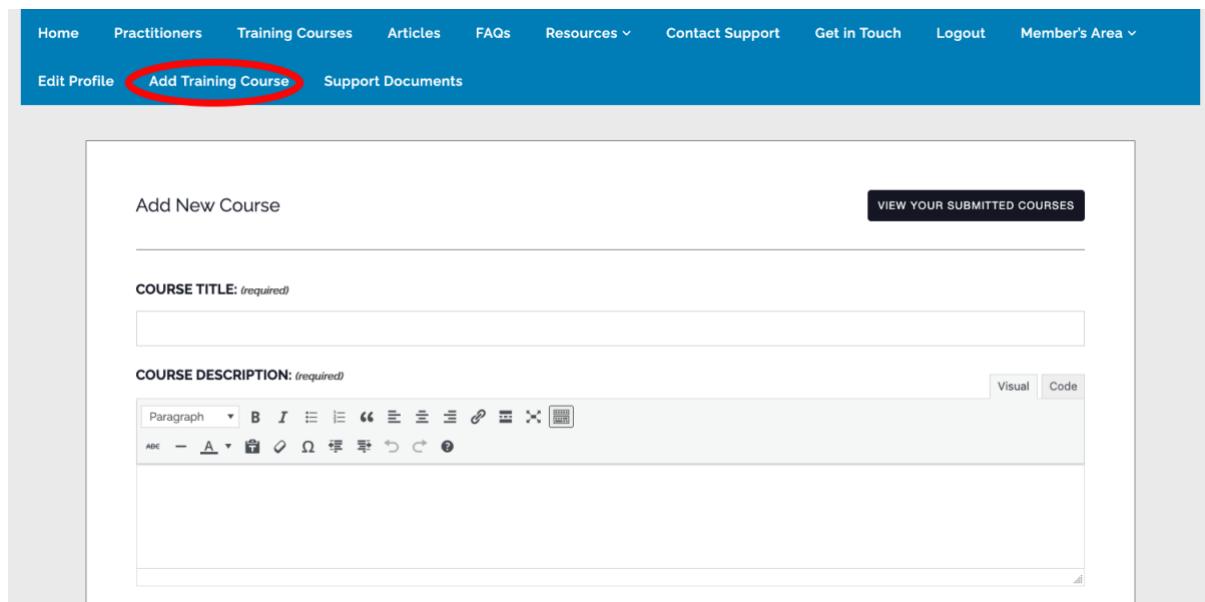These straightforward instructions guide trainers on how to add courses.

Access to this section is limited to verified trainers or supervisors.
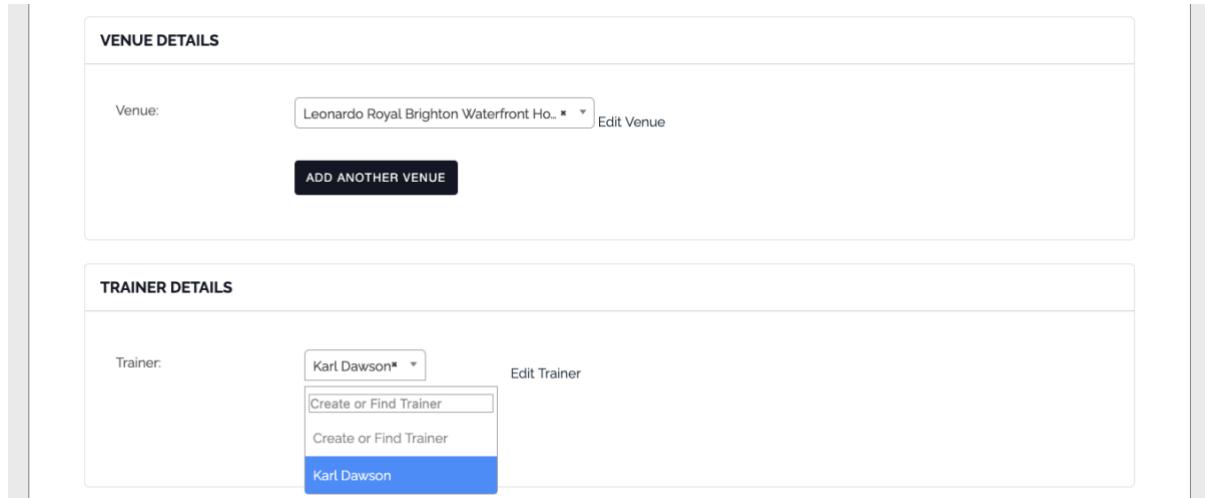
When logged in.

Add the details of your course.

If you're using a venue for the first time and it's not listed, you can create it here. Similarly, if this is your first time listing a course, you can add your name here.

Once added, both the venue and your name will be saved in the system for future use, so you won't need to enter them again.

Be sure to include an event image no larger than 1000 pixels.

Fill in the rest of the fields like the price etc... and start your website address with https://

Finally, SUBMIT EVENT.

That's it. 👍