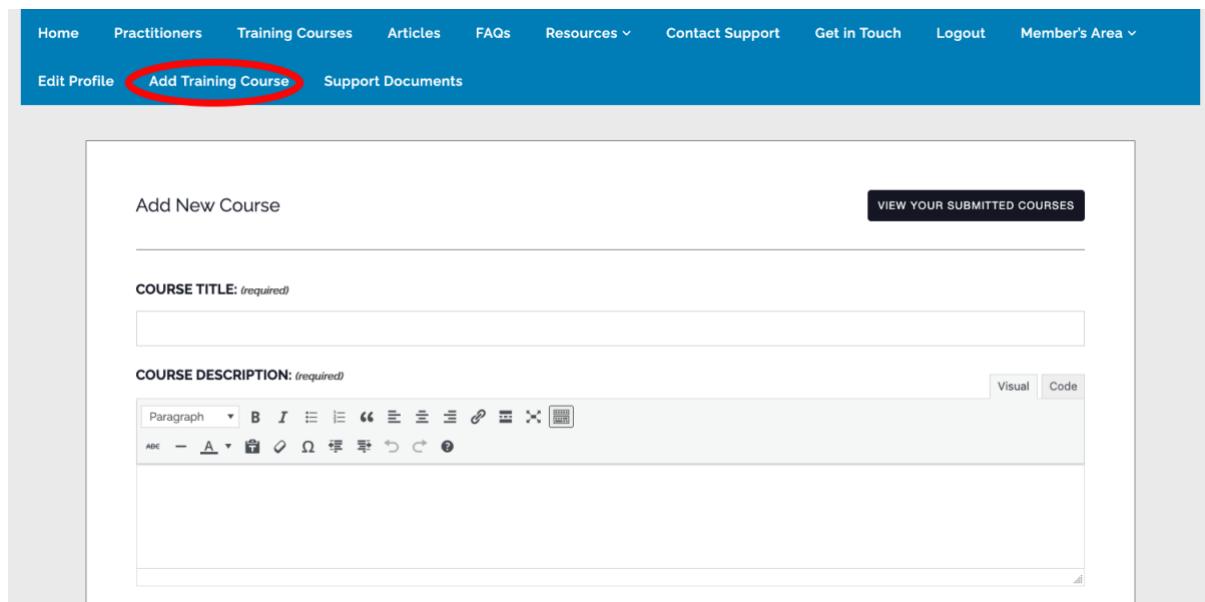




These straightforward instructions guide trainers on how to add courses.

Access to this section is limited to verified trainers or supervisors.

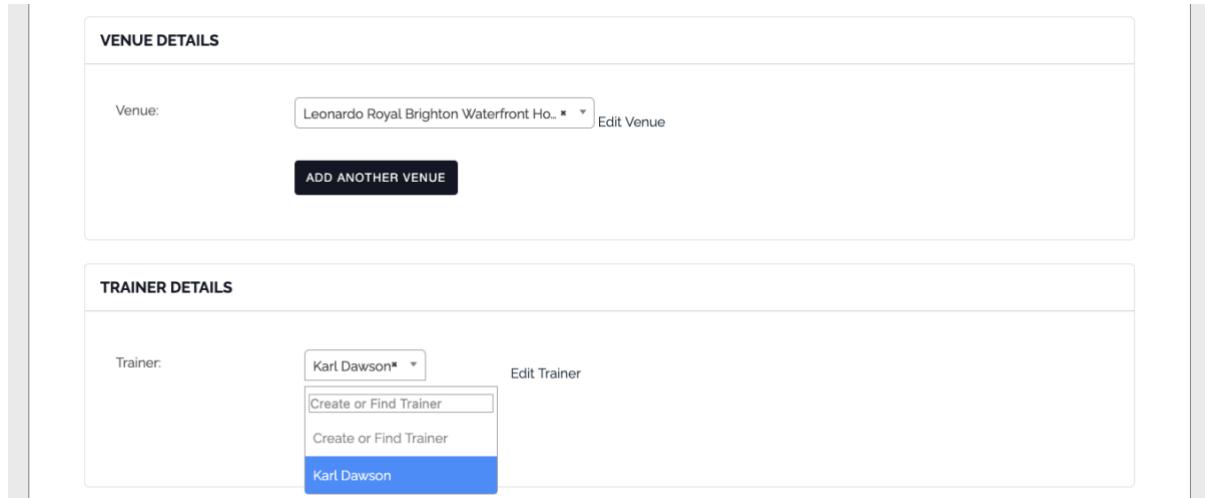
When logged in.

A screenshot of the Matrix Reimprinting website's navigation bar and a course addition form. The navigation bar includes links for Home, Practitioners, Training Courses, Articles, FAQs, Resources, Contact Support, Get in Touch, Logout, and Member's Area. The 'Add Training Course' link is highlighted with a red circle. The main content area shows a form titled 'Add New Course' with fields for 'COURSE TITLE' (a required text input) and 'COURSE DESCRIPTION' (a rich text editor with a toolbar). A 'VIEW YOUR SUBMITTED COURSES' button is located in the top right corner of the form area.

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.

A screenshot of the 'VENUE DETAILS' and 'TRAINER DETAILS' sections of the course addition form. The 'VENUE DETAILS' section shows a 'Venue' dropdown menu with 'Leonardo Royal Brighton Waterfront Ho...' selected, and a 'Create or Find Venue' button. The 'ADD ANOTHER VENUE' button is below. The 'TRAINER DETAILS' section shows a 'Trainer' dropdown menu with 'Karl Dawson*' selected, and a 'Create or Find Trainer' button. A dropdown menu is open, showing 'Create or Find Trainer' and 'Karl Dawson' as options. The 'Edit Trainer' button is located to the right of the dropdown.

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. 