Dear All the Members,

Re: Online Training Registration module

We are happy to inform you that IIISLA Online training module is being implemented to enable the members to register for the training sessions conducted by IIISLA. The members are requested to register for all the training programmes hereafter through online mode only.

The step by step procedure of the Registration through online module is as under;

1. Open IIISLA Website go to "New – Training" and click "Training Calendar".



- 2. List of Training Programme which are yet to be conducted will be displayed.
- 3. Click on "View Details" to get complete details of the Programme.
- 4. Click on the department which you are interested to register (you have to register separately for each department).



## WELCOME TO ONLINE REGISTRATION OF TRAINING

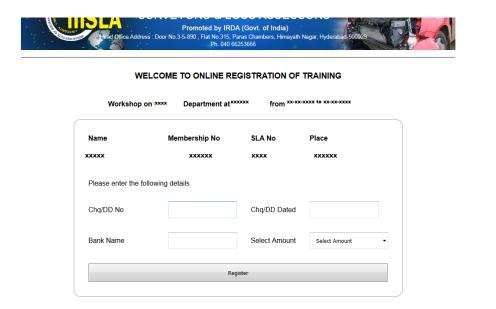
Workshop on XXXX : Department at XX PLACE from xx-xx-xxxxi to xx-xx-xxxx

| Enter your Membership No    | Submit                         |
|-----------------------------|--------------------------------|
| Click Here to Know your Mer | mbership No using Your SLA No. |

5. Please fill your Membership No in the box provided and Submit.



- 6. Your details will be populated in the same page with "Register Here" button.
- 7. Please check your details and Click "Register Here".



8. Fill all the required details (Chq/DD No, dated, Bank Name and Amount) and "Register".

| Print                  |                               |   |  |   |  |
|------------------------|-------------------------------|---|--|---|--|
| Workshop on xxxxx      | Department at xxxxx from      | т хх-хх-хххх то хх-хх-хххх                      |  |   |  |
| Registration No        | TR001MRCNF10                  | Date and Time                                   | 2016-03-31 11:50:31                              |   |  |
| Training Ref           | TR001MR                       |   |  |   |  |
| Seat No                | 10                            |   |  |   |  |
| Membership No          | жжжжж                         |   |  |   |  |
| SLA No                 | хохохох                       |   |  |   |  |
| Name                   | жижи                          |   |  |   |  |
| Amount Payable         | Rs. XXXXXX with Chq/DD b      | pearing No xxxxxxx dated xx-xx-xxxxx of (XX     | XXXXXXXXXXXXXXX                                  |   |  |
| Status                 | CONFIRMED                     |   |  |   |  |
| Note: Submit the above | a mantianad Chagua/DD to ABCE | D, IIISLA, Address line 1, line 2, area-pincode | e state. Mobile:9999999999 on or before XXX-XXXX | × |  |

- 9. Details of Registration will be displayed in the next page with a print button. Please print the details for reference.
- 10. Submit the Chq/DD to the address provided for confirmation of seat.

For any other queries, Please contact Admin Office

With Regards,

IIISLA Admin Dept