Information Sheet	Online Access

Accessing our Online Courses

Each person accessing our online courses has 14 days to complete each course which may be stopped and started as many times as they wish within that 14-day period. The course records the point a learner has reached in the course each time they login.

- Paying by credit card will enable immediate access to the course/s being purchased.
- There is an option to pay by Purchase Order where or if required.
- IRIS always automatically delivers a Tax Invoice for Credit Card payments and Purchase Orders alike.

People may experience difficulties with booking IRIS Online Training Courses online via the IRIS Website due to Browser Issues. If the Credit Card or Purchase Order buttons on the Course Page you have chosen on the IRIS Website do not work, please try the following steps:

- Make sure that your Browser (Chrome, Firefox, or Edge – Internet Explorer is no longer supported) is up-to-date. That is, make sure that updates have been performed and that you have the latest version on the Browser.
- Shut down and restart your device, and restart your Browser.
- Try accessing the IRIS Website in a Private window. This is a fresh window in your Browser without any extensions or settings blocking your content.

Signing up for IRIS eCourses using generic or "general" email addresses may prevent our automated notifications from reaching your Inbox, due to filtering restrictions. If you do not receive any notifications from the IRIS *Thinkific* platform, please check your email Junk folder, contact your ICT Department, or contact IRIS for assistance.

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If you have any questions please contact:

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