

1- Acesse [www.taproot.com](http://www.taproot.com)

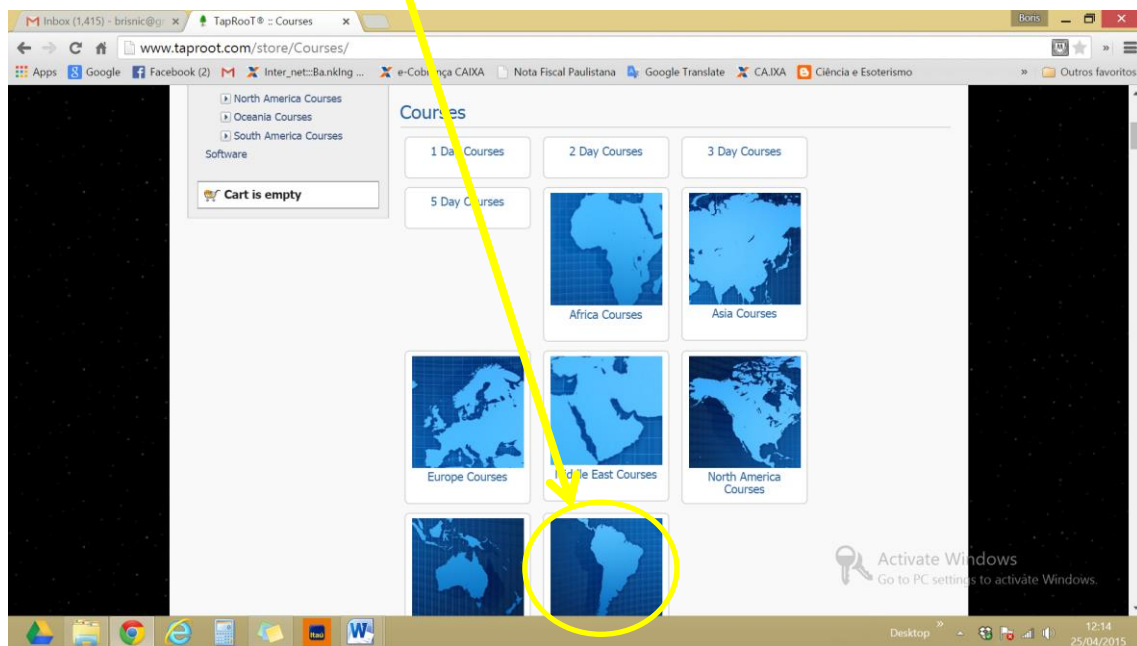
2- Na tela inicial clique em **Courses**



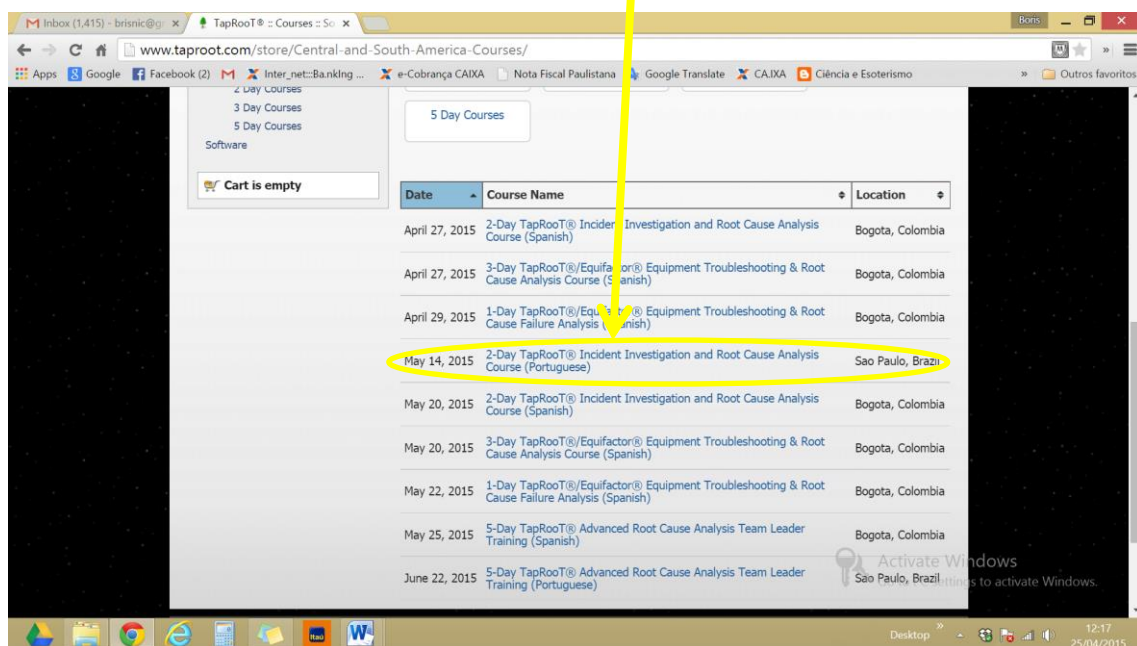
3- Quando abrir, clique em **VIEW PUBLIC COURSES**.



4- Role para cima e clique no Mapa da America do Sul.



5- Role para cima até a lista de Cursos e clique no Curso, local e data que voce pretende se registrar.



6- Preencher o Formulário (no estado, selecione Other), depois clique em **Add to cart**

This course is taught in Portuguese.

SKU	1505SAOP14
Course Start Date	May 14, 2015
Course Location	Sao Paulo, Brazil

Attendee's First Name\* boris test

Attendee's Last Name\* risnic test

Attendee's Job Title\* inst

Company Name\* ris

Industry\* teach

Attendee's Email\* brisnic@gmail.com

City\* São Paulo

State/Province\* OTHER

Postal Code\* 05417001

Country\* BRAZIL

Phone\* 551137913304

Fax 551137913304

Our price: \$1,449.00

**Add to cart**

Customers Also Bought:

7- Vai aparecer o resumo do seu registro. Verifique se esta tudo correto, se não estiver correto clique em **Delete Item** e comece de novo, se estiver certo clique em **Checkout**

Se precisa registrar mais alunos, clique em **Continue Shopping**

Please note: 1) Delivery Method is ignored if you are ordering Gift Certificates or electronically distributed products. 2) Gift Certificates are redeemed during Checkout process.

Remove	Product	Qty	Price	Total
	2-Day TapRoot® Incident Investigation and Root Cause Analysis Course (Portuguese) Start Date: May 14, 2015 Location: Sao Paulo, Brazil	1	\$1,449.00	\$1,449.00

Registration details:

First Name: boris test  
Last Name: risnic test  
Title: inst  
Company: ris  
Industry: teach  
Email: brisnic@gmail.com  
City: São Paulo  
State: XX  
Zip: 05417001  
Country: BR  
Phone: 551137913304  
Fax: 551137913304

Subtotal: \$1,449.00

**Delete Item** **Update cart** **Clear cart** **Continue shopping** **Checkout >**

If you have a valid discount coupon, enter the code below and the store will deduct the discount from your order total.

Se quiser colocar endereço de entrega diferente ou se quiser se cadastrar no site de compras clique **nestes campos**

9- Vai abrir a tela de Shipping & Payment (embarque e pagamento). Confira os dados e escolha sua opção de **Payment Method**:

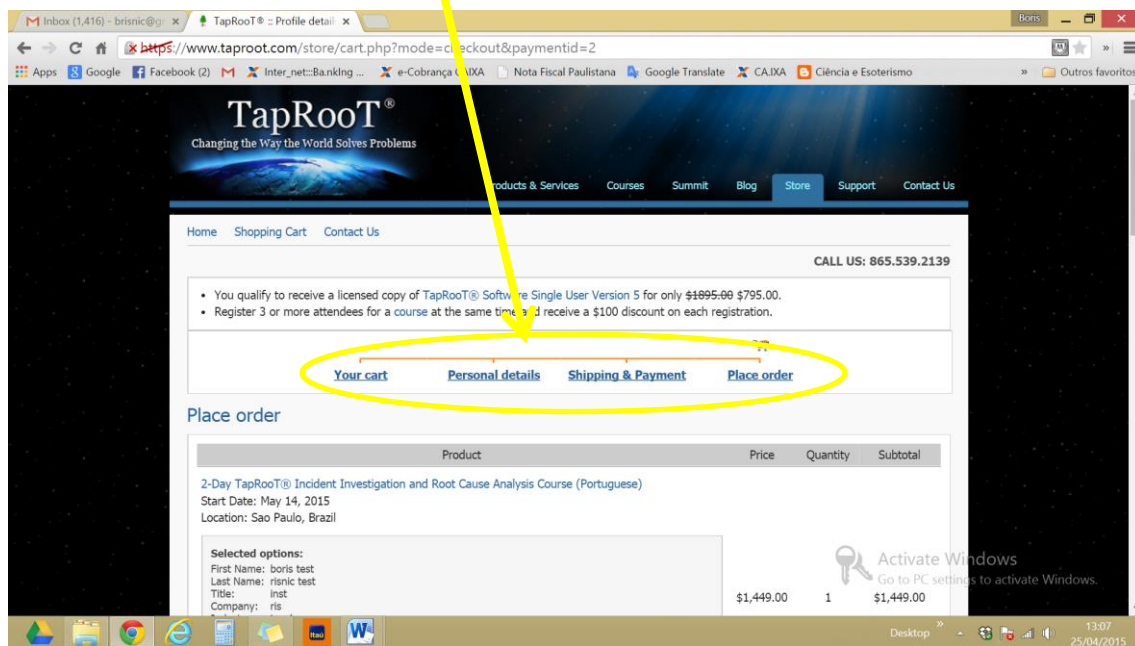
**Get a Quote:** Se voce precisa de um **Orçamento** e uma **Invoice** (Fatura) para aprovar verba e pagar no setor de Cambio do seu Banco, em Reais.

The screenshot shows a web browser window with the URL <https://www.taproot.com/store/cart.php?mode=checkout>. The page is divided into several sections:

- Shipping address:** Rua Mourato Coelho, 994, VILA MADALENA, São Paulo, SP 05417001, Brazil. A [Modify](#) button is present.
- Delivery method:** Free shipping.
- Please note:**
  - All shipping date ranges are estimates
  - We do not guarantee delivery dates for any order
  - Order subject to verification of eligibility especially for Course Materials and other licensed products
  - Business Days exclude Saturday, Sunday and U.S. Holidays
- Billing address:** Rua Mourato Coelho, 994, VILA MADALENA, São Paulo, SP 05417001, Brazil. A [Modify](#) button is present.
- Payment method:** This section is circled in yellow. It contains three radio button options:
  - ☐ Pay Now
  - ☐ Gift Certificate
  - ☒ Get A Quote

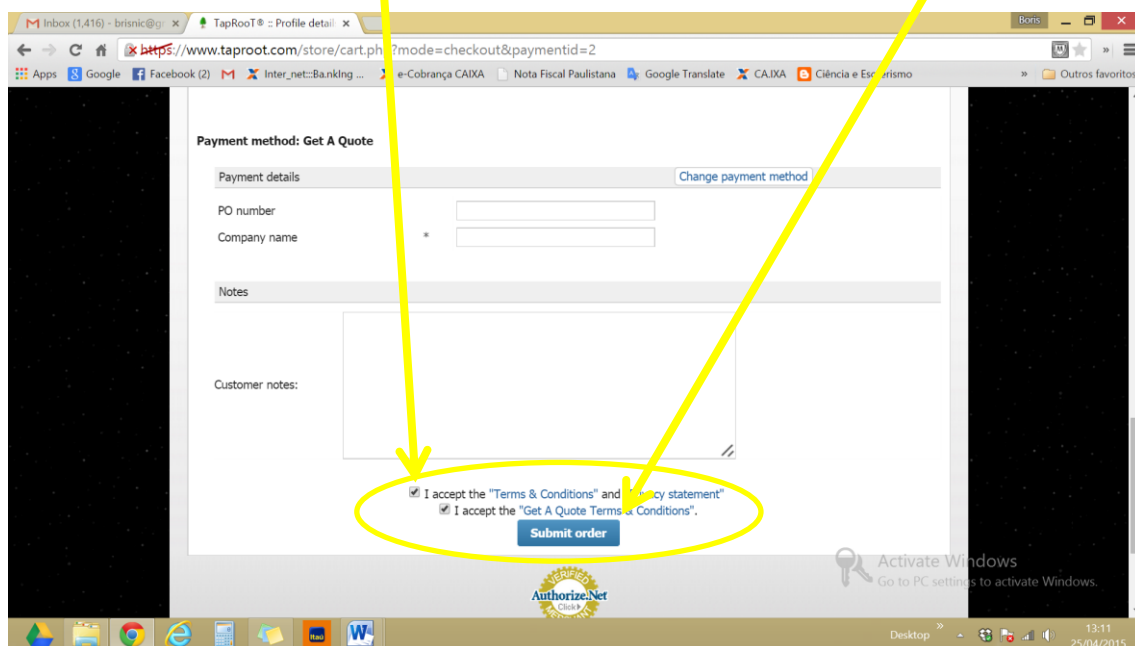
A yellow arrow points from the top left towards the 'Get A Quote' option. Below the payment options, a note states: "Note: Selecting Get A Quote will not reserve you a seat in the course. Your registration will not be confirmed until payment is received and courses often reach their capacity. To guarantee your seat in the course, select Pay Now." At the bottom of the page, there is a [Continue](#) button. The Windows taskbar at the bottom shows the time as 12:58 on 25/04/2017.

10- Vai abrir a tela Final com as 4 etapas completas e o resumo de seu registro.



11- Role a tela para cima, aceite os termos e submeta a ordem clicando em Submit Order

Se quiser, coloque comentarios no campo.



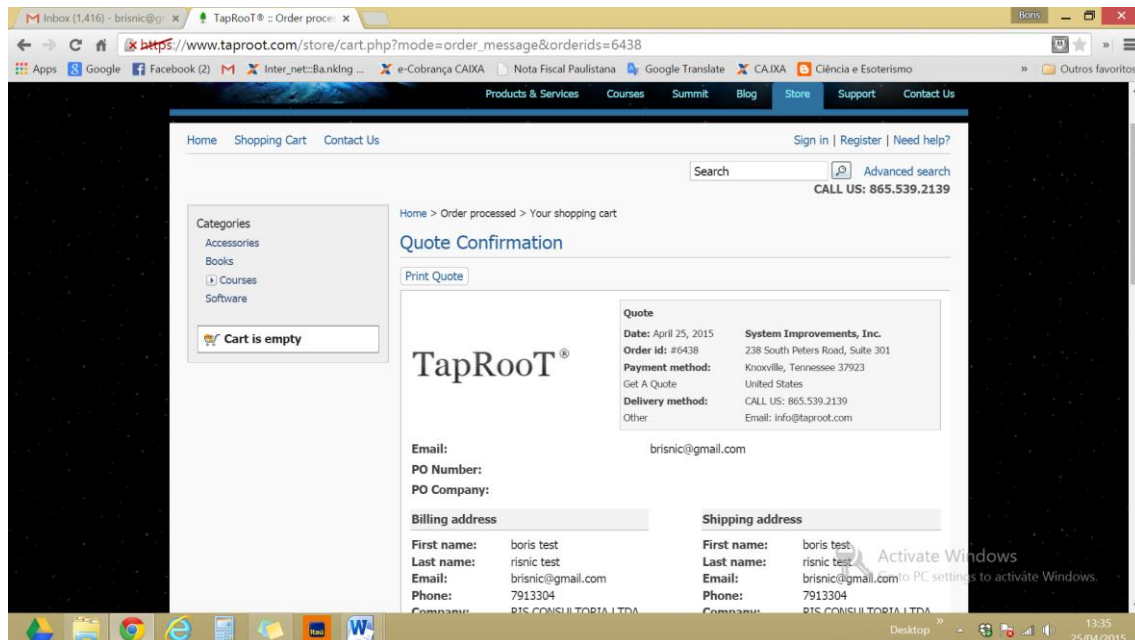


12 Vai abrir a tela final com a Cotação solicitada **QUOTE**, pode imprimir.

Voce recebera imediatamente um email com a mesma Cotação.

Mas esta ainda não é a Invoice para voce pagar no Banco.

Com esta Cotação voce pode gerar o Pedido de Compras e obter aprovação na sua empresa.



LEMBRE-SE: SUA VAGA NÃO ESTA GARANTIDA ATÉ O PAGAMENTO DA INVOICE.

A INVOICE VAI SER EMITIDA COM DATA DE 10 DIAS ANTES DO CURSO, MAS ACONSELHO PAGAR LOGO QUE CONSEGUIR APROVAR.