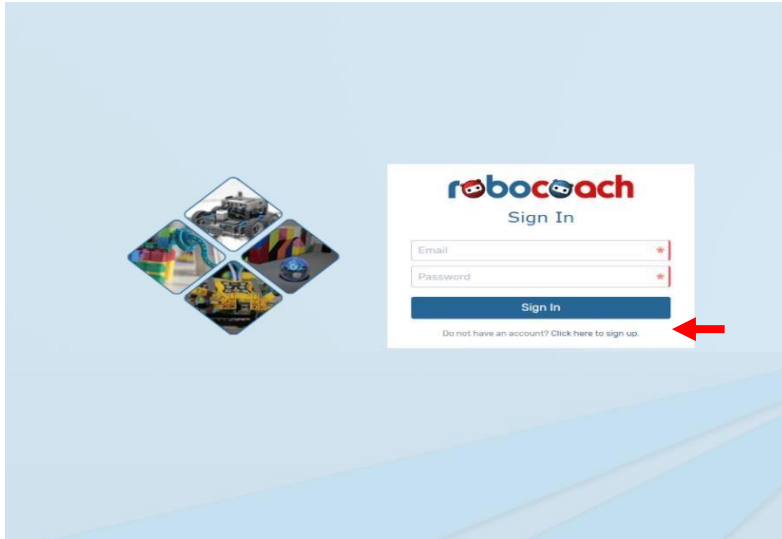


## robocoach Course Registration Portal Guidelines

Type the following URL to enter our robocoach Course Registration Portal:

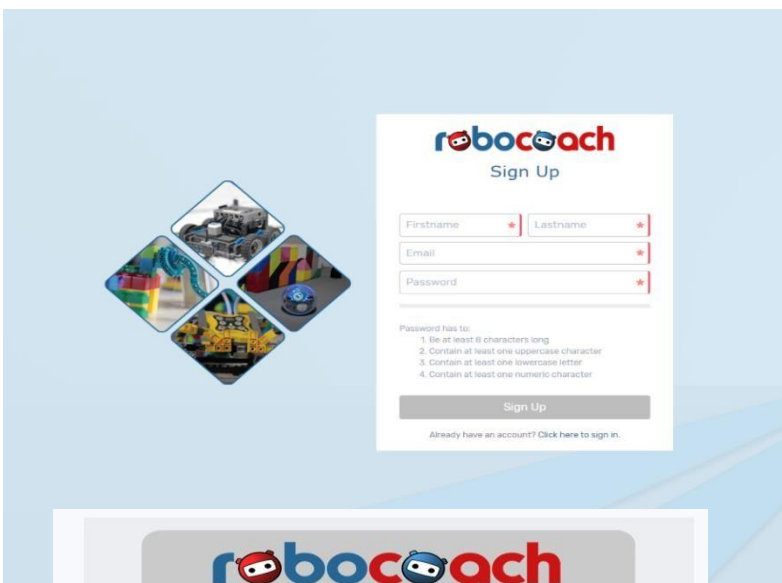
<https://robobook.robocoach.com.mt/>



### Home Page

**Login Page** (For existing users)

**Click here to sign up** (For new users) as indicated by arrow.



### Sign up

Please fill in the required details and click on sign up once complete.

An email will be sent to the listed email.



Once you receive this email you can then verify your email account. (Please check spam/junk box if not found in your inbox)

When clicking on **Verify Email Account** (Highlighted in blue) you will be directed to our Course Registration Portal.

Personal Details

Title: Mr, Name: Name, Surname: Surname

ID Number / Passport: [Field], Gender: Male, Date of Birth: 12/02/1980

Address

House Name / Number: Office, Street: Digital Hub

Town: Msca, Post Code: MSD 1465

Country: MALTA

Contact Details

Email: james.pisani@energy-investment.net

Telephone: [Field], Mobile: +356 12312312

Terms & Consents

## Course Registration Portal Personal Details

Personal Details window will pop up to fill in the required details in order to set up your account and hit save when ready.

## Course Registration Portal Dashboard

Once completed you will then be to see our dashboard.

Important next step is to add a dependant (child/children) to your account.

my dependants

Dashboard

MEMBERSHIP

My Profile

**My Dependents**

My Courses

COURSES & SESSIONS

For Adults

For Educators

For Kids

Name Surname You are his/her

+ Add Dependant

You do not have any dependants linked to your profile.

## Add Dependant

In order to add a dependant you will have to click on **My Dependents** (Left side panel) and then click on **Add Dependant** (Top Right)

Personal Details

Title: - Select a\*, Name: \*, Surname: \*

ID Number / Passport: [Field], Gender: - Select a Gender -, Date of Birth: mm/dd/yyyy, Relationship with Dependant: - Select a Relationship\*

Address

House Name / Number: [Field], Street: [Field]

Town: - Select a Town -, Post Code: [Field]

Country: MALTA

Save Cancel

## Add Dependant Details

Fill in the dependant details and click **Save** when ready.

Once this stage is completed you can then view our selection of courses.

## Courses & Sessions

Click on the **For Kids** option (Left side panel) in order to see all our available courses.

Click on the **For Kids** section to view all courses.

You can Filter the selection by course type, Institution or Course Mode to refine the selection.

## Register for the course

Once you click on the desired course you will see all the details pertaining to this course including course start and end dates.

Click on **Register** to enroll your dependant.

**Course Registration**

**Dependent Registration**

Dependent  
Select a dependant to register for this course.  
- Select a Dependant -

**Additional Information**

School Attending  
Kindly indicate the name of the school currently attended by the dependant.  
[Input Field]

Medical Conditions / Allergies  
Kindly indicate any medical conditions / allergies our team should take note of.  
[Input Field]

Attended 2022 robocoach Summer Club  
Kindly indicate whether the dependant has attended the Summer Club organised by robocoach in 2022.  
No

Comments  
Kindly enter any other comments / information.  
[Input Field]

Consents

Should you require more information on the course, kindly contact us.

[CONTACT](#)

To reserve a seat for this course please register.

[REGISTER](#)

Fill in the necessary information and **Submit Registration.**

RECOMMENDED FOR: Grade 4, 5 & 6

COURSE MODE: In-Person

INSTITUTION: St. Monica School, Gzira

OPEN TO GENERAL PUBLIC: No - Only individuals from within the institution can register.

COURSE DATES: 04 Oct 2022 - 06 Dec 2022

COURSE DAYS: Tuesday

SESSION TIME: 14:00 - 15:00

ACCREDITATION: Certificate of Attendance

COST: 120.00

Record added successfully

**Payment Information**

Registration Completed.

You Registration Reference is:

**22-ASC-SMG-RD-T1-G1-000015**

Cash    Cheque    Online Payment

Instructions

- Course fees should be paid upon submission of this form. Registrations will remain pending and considered as provisional until a payment is received.
- When submitting payment, kindly provide the Registration Reference.
- Cash should be delivered to:

robocoach  
c/o Energy Investment Ltd.  
Mayflower Court, St Louis Street  
Maida, MSD 1465

[Close](#)

Should you require more information on the course, kindly contact us.

[CONTACT](#)

To reserve a seat for this course please register.

[REGISTER](#)

Once your registration is complete, you will get a registration reference and payment details. This information can also be seen in my courses section.

RECOMMENDED FOR: Grade 4, 5 & 6

COURSE MODE: In-Person

INSTITUTION: St. Monica School, Gzira

OPEN TO GENERAL PUBLIC: No - Only individuals from within the institution can register.

COURSE DATES: 04 Oct 2022 - 06 Dec 2022

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SESSION TIME: 14:00 - 15:00

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- Dashboard
- MEMBERSHIP
- My Profile
- My Dependents
- My Courses**
- COURSES & SESSIONS
- For Adults
- For Educators
- For Kids
- Logout

**My Courses**

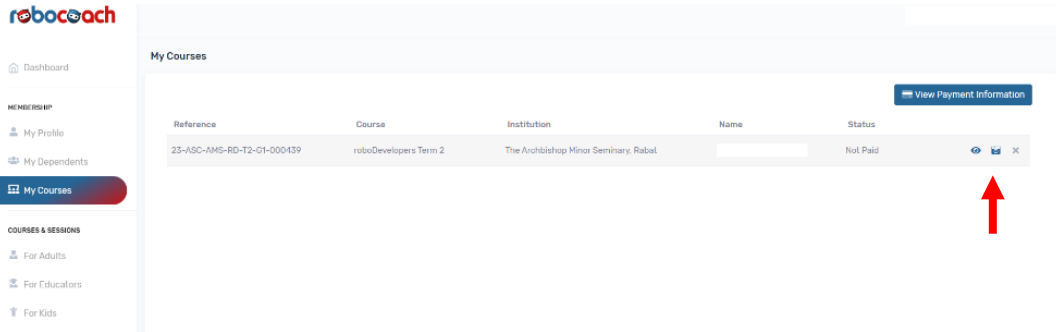
Reference	Course	Institution	Name	Status	
22-ASC-SMG-RD-T1-G1-000015	roboDevelopers	The Archbishop Minor Seminary		Not Paid	<a href="#">View Payment Information</a>


When you close this window you can find registered courses in **My courses** side panel.

Click on to view all the details of this course.

Payment information can be seen when you click on **View Payment Information** button.

**Please Note:** Once you have sent your payment please allow enough processing time in order to see the status as Paid.



Photos of the ongoing activities can be seen by clicking on this icon  to view. These photos will be visible once the course begins.