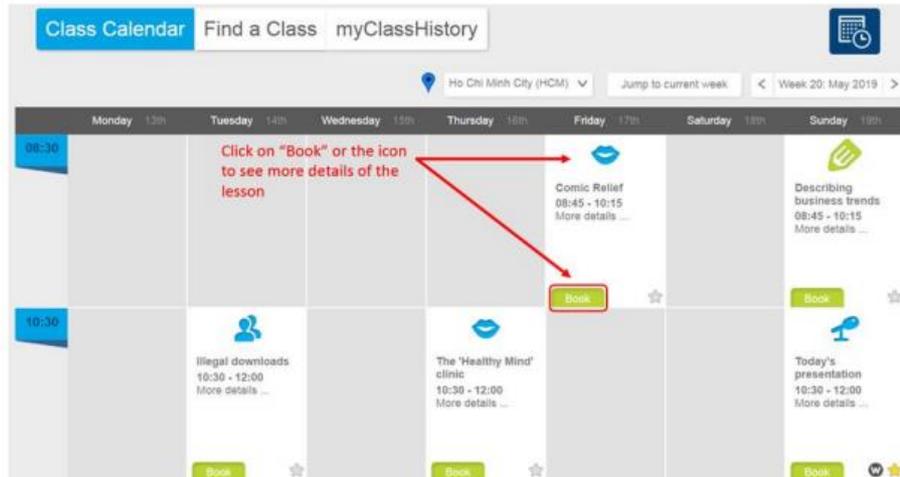


MyClass booking instructions

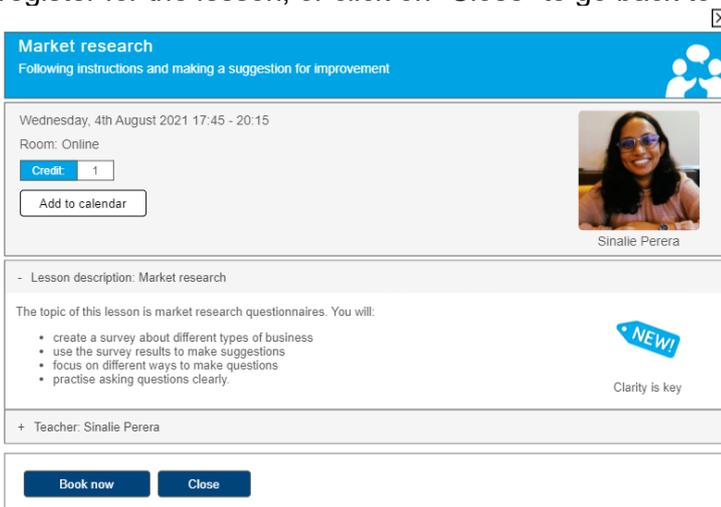
Step 1: Click on “book” at the bottom left corner or click on the icon above the lesson topic



Tip: the different colours of the icons represent different types of lessons.

purple is for academic English blue is for speaking green is for writing

Step 2: A small window pops up including class information and lesson summary, click on “Book Now” to register for the lesson, or click on “Close” to go back to the main screen.



Tip: Use our guide on learning objectives to help you choose the best lesson for you

After booking, you can click on the mySchedule icon to see the list of upcoming lessons.



MyClass cancellation instructions

OPTION 1: CANCEL THE CLASS FROM MYSCHEDULE

Step 1: Click on the lesson's name.



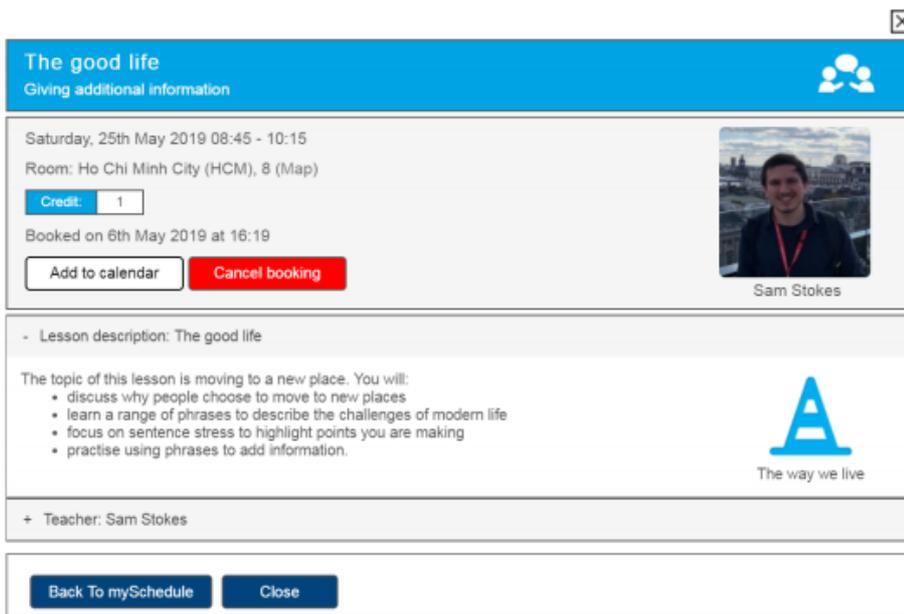
mySchedule

Your next class is in 2 day(s), 16 hour(s), and 24 minute(s).

Date	Time	Lesson	Teacher	Centre	Room
12.05.2019	08:45 - 10:15	Virtual investment	Preston Dukes	HCM	6
25.05.2019	08:45 - 10:15	The good life	Sam Stokes	HCM	8

Close

Step 2: A small window will appear as below. Click on “Cancel booking” to cancel the class or click on “Back To mySchedule” at the bottom left corner to go back to the list of upcoming lessons.



The good life

Giving additional information

Saturday, 25th May 2019 08:45 - 10:15

Room: Ho Chi Minh City (HCM), 8 (Map)

Credit: 1

Booked on 6th May 2019 at 16:19

Add to calendar Cancel booking

Sam Stokes

- Lesson description: The good life

The topic of this lesson is moving to a new place. You will:

- discuss why people choose to move to new places
- learn a range of phrases to describe the challenges of modern life
- focus on sentence stress to highlight points you are making
- practise using phrases to add information.

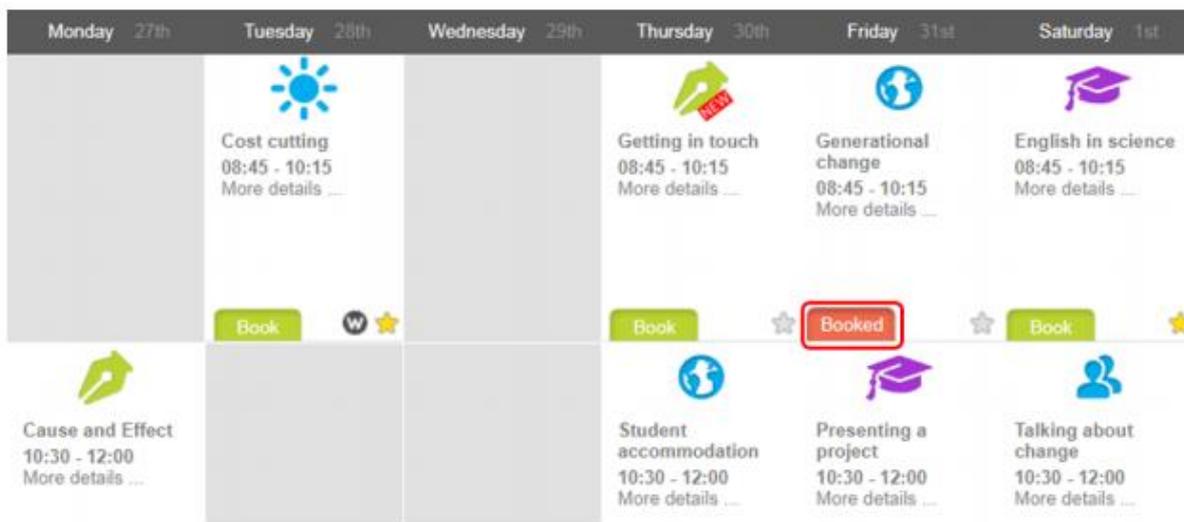
The way we live

+ Teacher: Sam Stokes

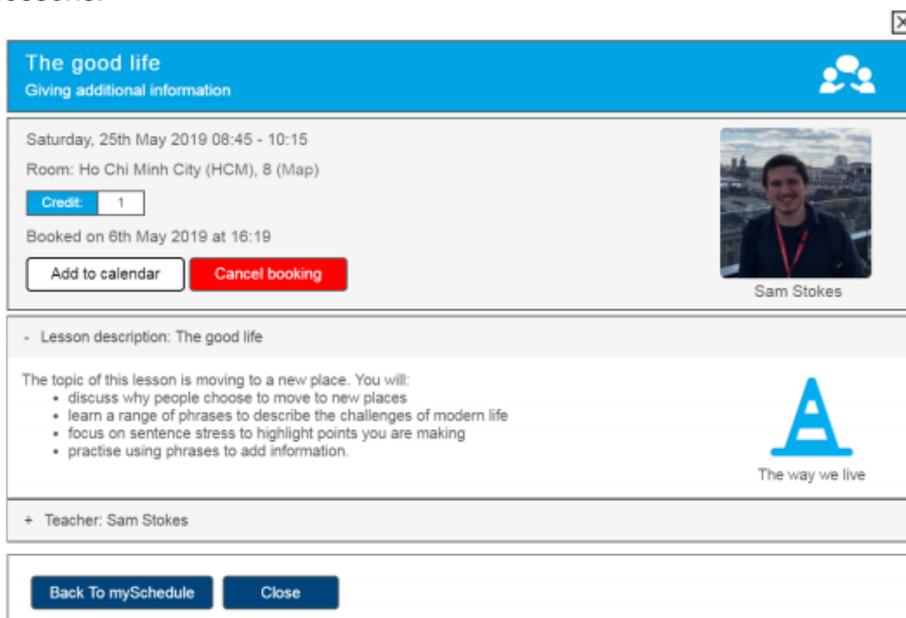
Back To mySchedule Close

OPTION 2: CANCEL THE LESSON FROM MYDASHBOARD

Step 1: Click on “booked” on the lesson you want to cancel.



Step 2: A small window will appear just as illustrated in Option 1. Click on “Cancel booking” to cancel the class or click on “Check mySchedule” at the bottom left corner to see the list of upcoming lessons.



Note: The lesson credit will not be returned when a booking is cancelled less than 24 hours before the lesson begins. Please refer to myClass policies for more information.