# VOCAL LAB-cards, HOW TO

The online shop will guide you through the process. If something doesn't work or you're unsure about booking your sessions, check the instructions here or get in touch!

Payments are processed through Stripe, which is PCI DSS Level 1 certified. No card details are stored. https://stripe.com/security

Best,

Heta

heta.nykanen@gmail.com www.hetanykanen.com/vocallab

# Vocal Lab 9 x card

#### Link to the store!

- 1) Click your way to the shop
- 2) Click "Book"
- 3) The system will show all the workshop dates click "Continue."
- 4) Fill in your details and click "Continue to payment."
- 5) Enter your information
- 6) Add any discount code in the "add a code" field. Remember to click "APPLY"!
- 7) Click "Pay & Confirm."
- 8) You're signed up for all the spring sessions yay!

# Vocal Lab 5 x cards

#### Link to the store

- 1 Click "Add to cart."
- 2 Fill in your details.
- 3 Enter any discount code in the "Coupon code / käytä koodia"" field.
- 4 Click "APPLY" to confirm the code, and the system will calculate the reduced price.
- 5 Click "Confirm."

# Using the 5 x card

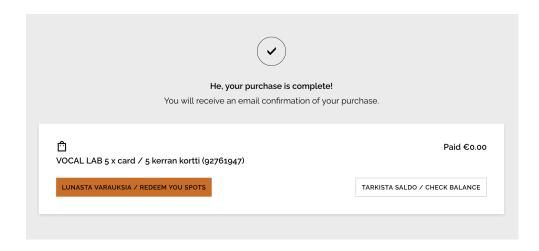
to book the workshops you want!

You can use your 5-session card in two ways:

- 1. Through the booking page (if you're making reservations right after purchase)
  - 2. Through the confirmation email (whether you book the workshops immediately or later).

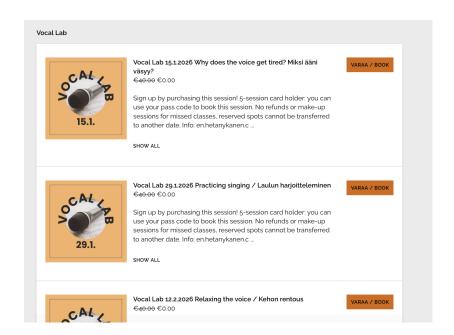
### Option 1)

After the purchase you're taken to a confirmation page where you can redeem your spot(s) by clikcing "Redeem your spots/lunasta varauksia".

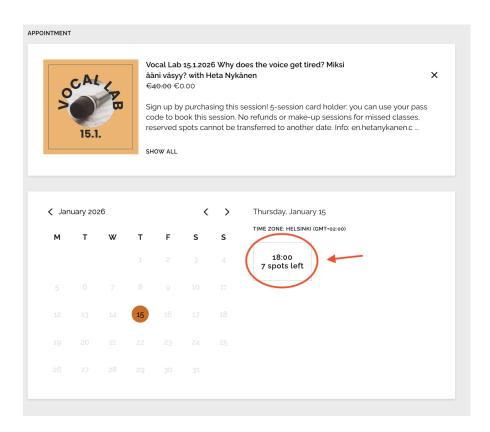


Pick a workshop you want - the price for you is now O€. Finalize the reservation. You've now signed up for the desired class!

Do this for each of the 5 classes you want, separately!



Confirm your choise by clicking the button on the right. (see below)



On the next screen, your details will already be filled in. Click "Continue to Payment." The package code you purchased earlier will be applied automatically (you don't need to enter it). Click "Confirm."

You've now signed up for the workshop!

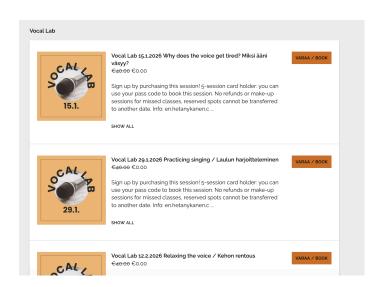
You can book additional sessions by clicking "Schedule another appointment" in the upper left corner.

## Option 2)

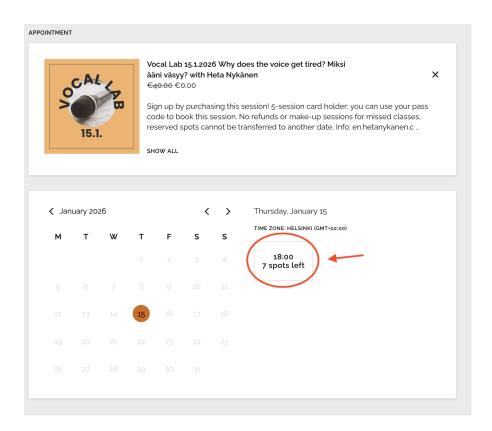
After purchasing the 5-session pass, you'll receive an email with a link. Click "Schedule" in the email to reserve the sessions you want.

The system will automatically apply the correct code at checkout, so you won't need to enter anything. You can book your sessions right away or later in the spring: just make sure to secure your spots in time! When booking individual sessions, please note that missed classes are not refunded or replaced.

#### Pick the workshop you want:



Confirm your choise by clicking the square on the right (see below)



On the next screen, your details will already be filled in. Click "Continue to Payment." The package code you purchased earlier will be applied automatically (no need to enter it). Click "Confirm."

You're now registered for the session!

To book additional sessions, click "Schedule another appointment" in the upper left corner (or use the link from your previous booking email).

If you encounter any issues, please contact: Heta heta.nykanen@gmail.com