

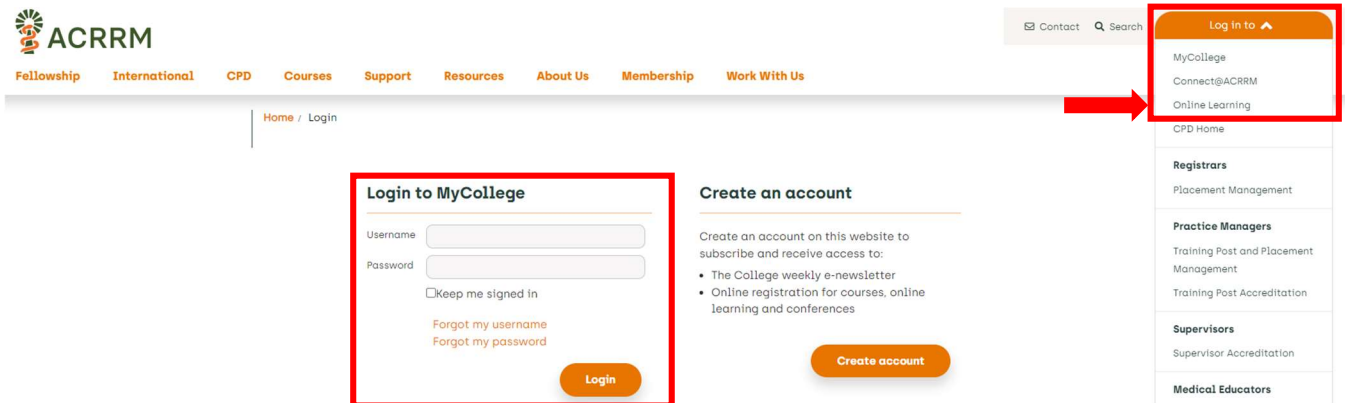
Canvas - ACRRM Grief and Bereavement course

VERSION 1 - OCTOBER 2023

Description: How to apply 'COORDINARE' discount code when registering for the ACRRM Grief and Bereavement online course.

Step 1

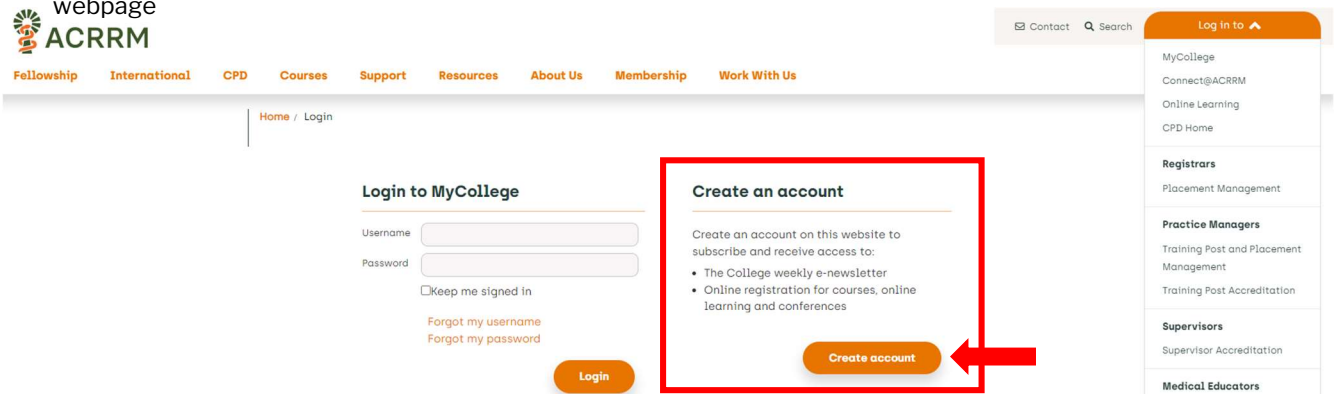
- From the ACRRM website, select **Log in to** on the top right of the webpage, select **Online Learning**
- Enter your **MyCollege** username & password



The screenshot shows the ACRRM website header with navigation links: Fellowship, International, CPD, Courses, Support, Resources, About Us, Membership, Work With Us. A 'Log in to' dropdown menu is open on the right, showing options: MyCollege, Connect@ACRRM, Online Learning (highlighted with a red arrow), CPD Home, Registrars, Practice Managers, Supervisors, and Medical Educators. Below the header, the 'Login to MyCollege' form is highlighted with a red box. It includes fields for Username and Password, a 'Keep me signed in' checkbox, and links for 'Forgot my username' and 'Forgot my password'. A 'Login' button is at the bottom right of the form.

If you don't have an existing ACRRM account:

- Select **Create account** and fill in the mandatory fields, once completed, select **Create account** at the bottom of the webpage



The screenshot shows the ACRRM website header with navigation links: Fellowship, International, CPD, Courses, Support, Resources, About Us, Membership, Work With Us. A 'Log in to' dropdown menu is open on the right, showing options: MyCollege, Connect@ACRRM, Online Learning, CPD Home, Registrars, Practice Managers, Supervisors, and Medical Educators. Below the header, the 'Create an account' form is highlighted with a red box. It includes a 'Create account' button at the bottom right, which is also highlighted with a red arrow.

Create an account

Mandatory fields are marked with an asterisk [*]

Title

First name *

Last name *

Email address *

Phone number

Occupation/Position *



Username *

Password *

Password must be a minimum length of 6 with at least one lower-case letter, one upper-case letter and one number.

Confirm password *

How did you hear about the College?


Generate New Image 

Create an account on this website to subscribe and receive access to:

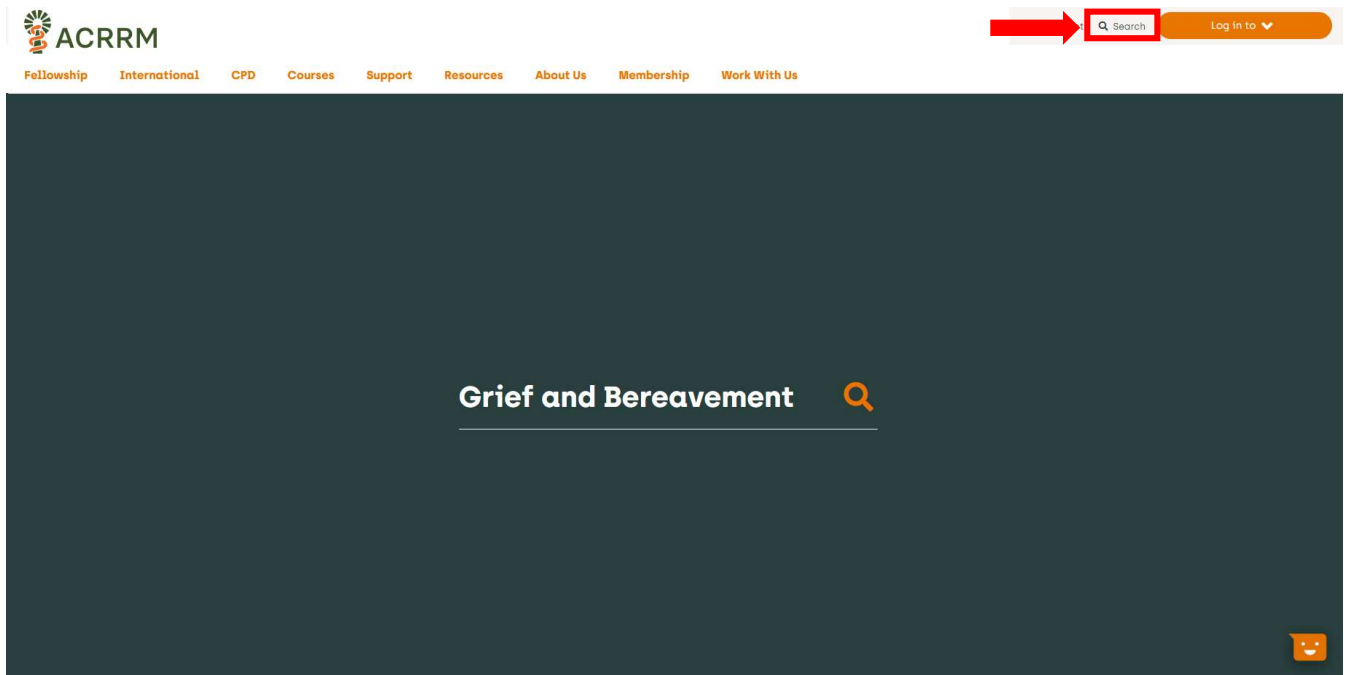
- The College weekly e-newsletter
- Online registration for courses, online learning and conferences

Already have an account?

Login

Step 2

- Once you have logged in, go back to the ACRRM home page
- Select the **Search** option to the left of **Log in to**
- Search for the **Grief and Bereavement** course



ACRRM

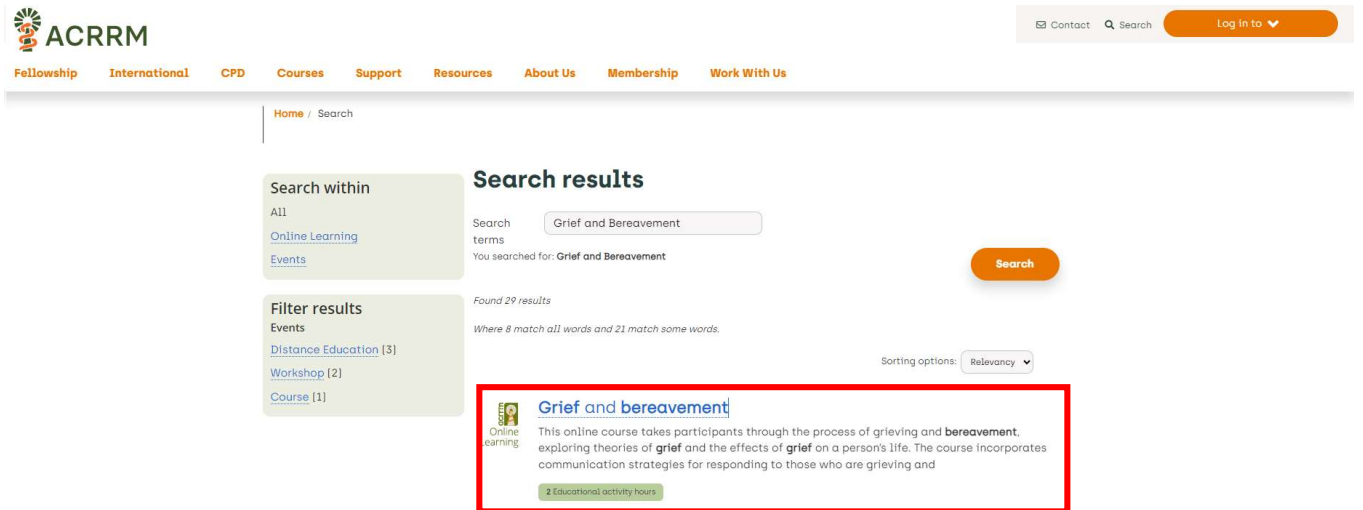
Fellowship International CPD Courses Support Resources About Us Membership Work With Us

Search Log in to

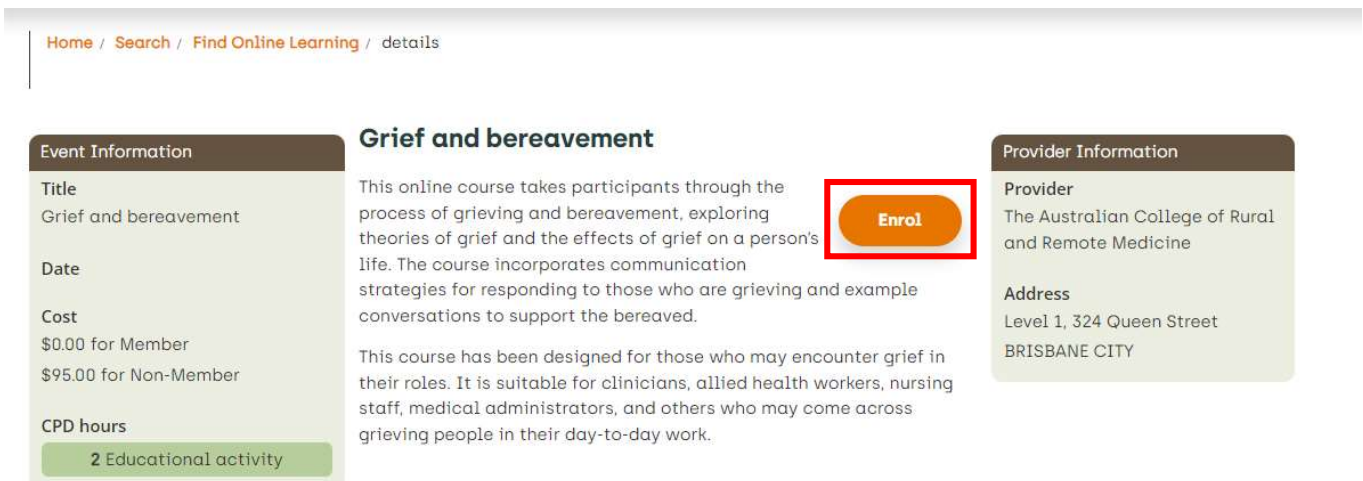
Grief and Bereavement

Step 3

- Search results will appear related to *Grief and Bereavement*
- Select the **Grief and Bereavement** course and select **Enrol**



The screenshot shows the ACRRM website's search results page. The search term 'Grief and Bereavement' is entered in the search bar. The results show 29 items found, with 8 matching all words and 21 matching some words. A red box highlights the search result for 'Grief and bereavement', which is an online learning course with 2 educational activity hours. The course description states: 'This online course takes participants through the process of grieving and bereavement, exploring theories of grief and the effects of grief on a person's life. The course incorporates communication strategies for responding to those who are grieving and...'.



The screenshot shows the details page for the 'Grief and bereavement' course. The page is divided into three main sections: Event Information, Course Description, and Provider Information. A red box highlights the 'Enrol' button in the course description section.

Event Information	Grief and bereavement	Provider Information
Title Grief and bereavement	This online course takes participants through the process of grieving and bereavement, exploring theories of grief and the effects of grief on a person's life. The course incorporates communication strategies for responding to those who are grieving and example conversations to support the bereaved.	Provider The Australian College of Rural and Remote Medicine
Date Cost \$0.00 for Member \$95.00 for Non-Member	This course has been designed for those who may encounter grief in their roles. It is suitable for clinicians, allied health workers, nursing staff, medical administrators, and others who may come across grieving people in their day-to-day work.	Address Level 1, 324 Queen Street BRISBANE CITY
CPD hours 2 Educational activity	[Enrol Button]	

Step 4

- Fill in the **Event registration** mandatory fields.
- Once completed, select the tick box to agree to the **Terms and Conditions**
- Select **Next Step**

Home / MyCollege / My Calendar / Meeting Registration

Event registration

Registering for Grief and bereavement
Please confirm your contact details below and submit your registration once you have accepted the Terms and Conditions.

Event details

Date 03/05/2023 - 03/05/2099
Price \$95.00

Contact details

Mandatory fields are marked with an [*]

Title

First name *

Last name *

Email *

Mobile number *

Member Number

Terms and conditions

I agree to these [terms and conditions](#) and have read the [privacy policy](#). I understand a [refund policy](#) applies.

Next Step

Step 5

- In the check-out: Under the **Grief and Bereavement** course product, there will be a field to apply a **campaign code**
- Enter the discount code **GAB100** and select **Apply**

Check out: step 1 of 2

Items in shopping cart 1

Remove	Product	Item description	Quantity	Unit price	Total price
<input type="checkbox"/>	Grief and bereavement	Registration for Test Test	<input type="text" value="1"/>	\$95.00	\$95.00

If you have a campaign code, please enter:

Apply

GST: \$0.00
Total Inc GST: \$95.00
Payments: \$0.00
Balance: \$95.00

Update

Next step

Step 6

- **Campaign code 'GAB100' applied** will appear when the discount code has been successfully added
- The balance in the bottom right corner will change to **\$0.00**
- Once completed, select **Next step**

Check out: step 1 of 2

Items in shopping cart 1

Remove	Product	Item description	Quantity	Unit price	Total price
<input type="checkbox"/>	Grief and bereavement	Registration for Test Test	1	\$95.00	\$0.00

Campaign code 'GAB100' applied.

Remove Campaign

GST: \$0.00
Total Inc GST: \$0.00
Payments: \$0.00
Balance: \$0.00


Update

Next step

Step 7

- Once the order is processed, you will receive a tax invoice / receipt with order details of the course and the outstanding balance of \$0.00.

Tax Invoice / Receipt



Australian College of Rural & Remote Medicine
WORLD LEADERS IN RURAL PRACTICE

Australian College of Rural and Remote Medicine - Brisbane Office
Level 1, 324 Queen Street
BRISBANE QLD 4000
ABN 12 078 081 848

Phone: 07 3105 8200
Fax: 07 3105 8299
Email: acrrm@acrrm.org.au

Order details

Order number: 293887 Customer number: 83333
Payment method: Order Date: 12/06/2023
Bill to:

Address Not Provided

Product	Description	Quantity	Unit price	Total price
Grief and bereavement		1.0000	\$95.00	\$95.00

GST: \$0.00
Total Inc GST: \$0.00
Credit/Payment: \$0.00
Balance: \$0.00

This invoice becomes a valid Tax Invoice upon payment

Payment Options:

Online (using a credit card)
Login to ACRRM website www.acrrm.org.au
Go to **"My Account"**
Select the items to be paid and follow the instructions

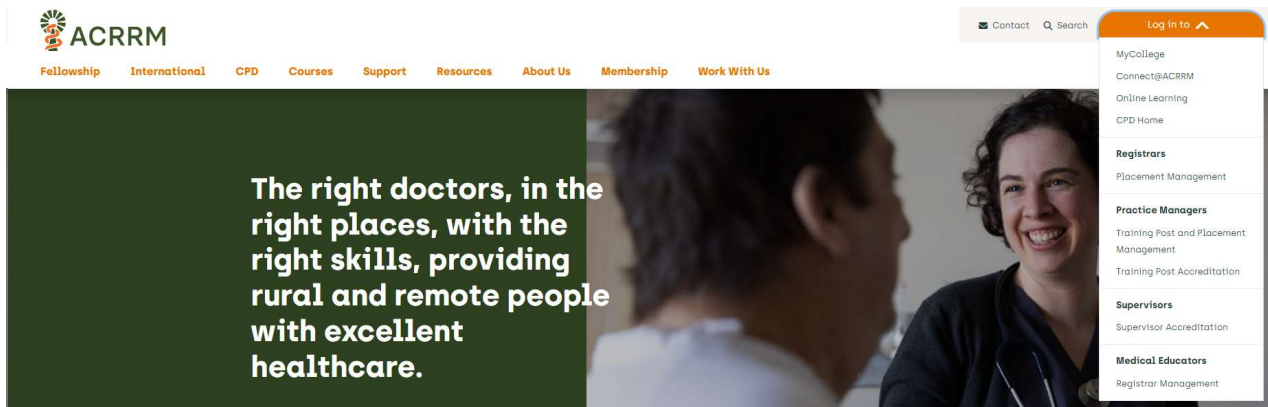
Direct Debit
Account name: ACRRM
BSB: 034 003
Account Number: 264 808
Reference: 293887

Phone (using a credit card)
Call **1300 885 175**
PayWay Biller Code: 129 627
Payment reference number: 833335

Cheque or money order
Please make payable to: ACRRM
Mail to: GPO Box 2507
BRISBANE QLD 4001

Step 8

- Go back to the **ACRRM website** home page
- Log in to** and select **My College**



- Under **My online learning**, select **View all**

MyCollege

My profile



ACRRM Fellow: No
Primary email address:
test@acrrm.org.au
Mobile number:
0400000000
Preferred address:
ACT
Membership type:
non-member

My online learning

[Grief and bereavement](#)

[Print Certificates](#) [View all](#)

My documents

[View details / Add document](#)

Step 9

- The **Grief and Bereavement** course will appear under **Module name**
- Bring up the course by selecting **View**

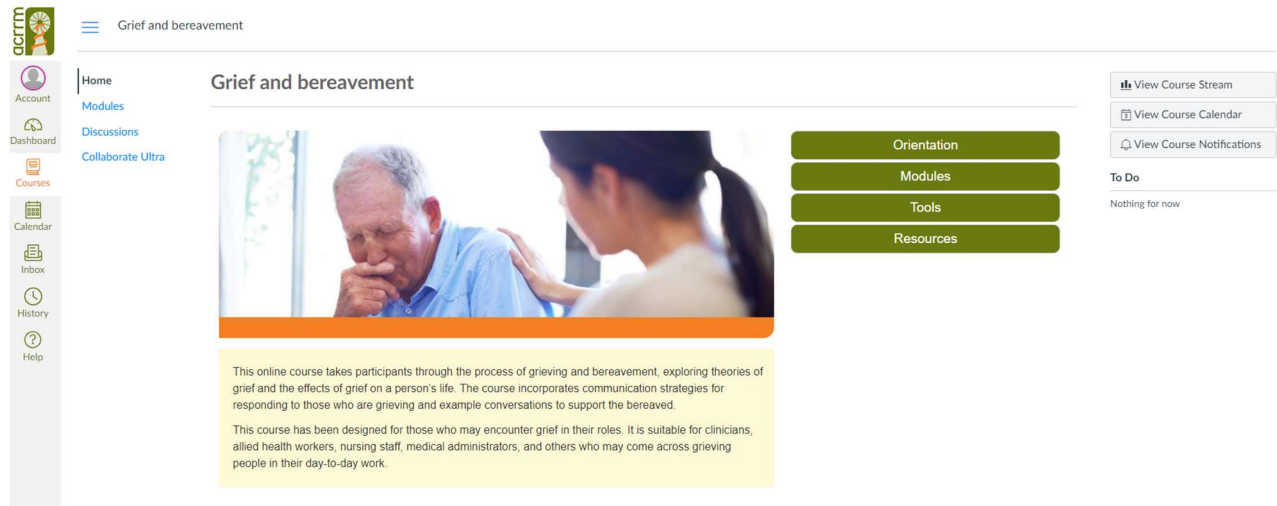
My online learning

[view all available online courses](#)

 Recommended for FACRRM completion of training

Current

Module name	Date enrolled	
Grief and bereavement	12/06/2023	View



Grief and bereavement

This online course takes participants through the process of grieving and bereavement, exploring theories of grief and the effects of grief on a person's life. The course incorporates communication strategies for responding to those who are grieving and example conversations to support the bereaved.

This course has been designed for those who may encounter grief in their roles. It is suitable for clinicians, allied health workers, nursing staff, medical administrators, and others who may come across grieving people in their day-to-day work.

To Do
Nothing for now