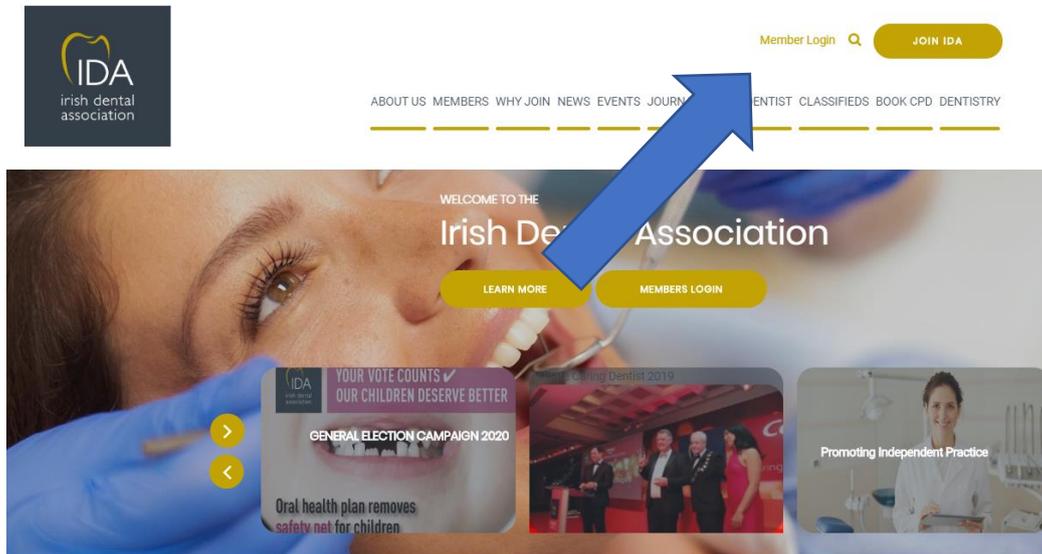




How to register for IDA Events & Courses

1. Log into the website

In order to register for events, you must first log into the IDA website. Visit www.dentist.ie and choose 'Member Login' on the top right of the screen.



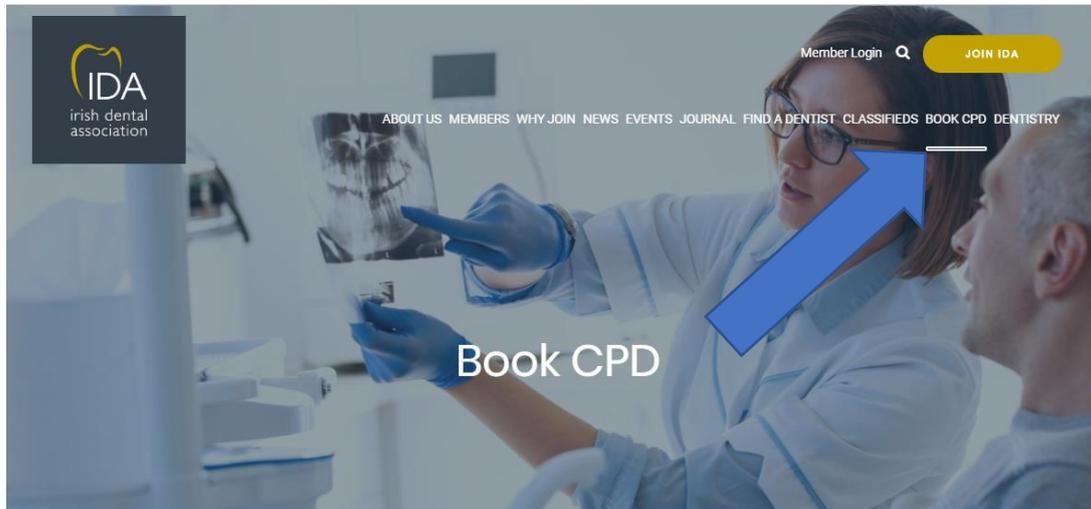
2. Enter your log in details

You must enter your IDA username and password to gain access to the website and be able to register for events.



3. Go to 'Book CPD' Tab

Once you are logged in, you can now book events. Choose 'Book CPD' from the menu bar and choose the 'Book Online' button on the page. You will then be redirected to the CPD website.



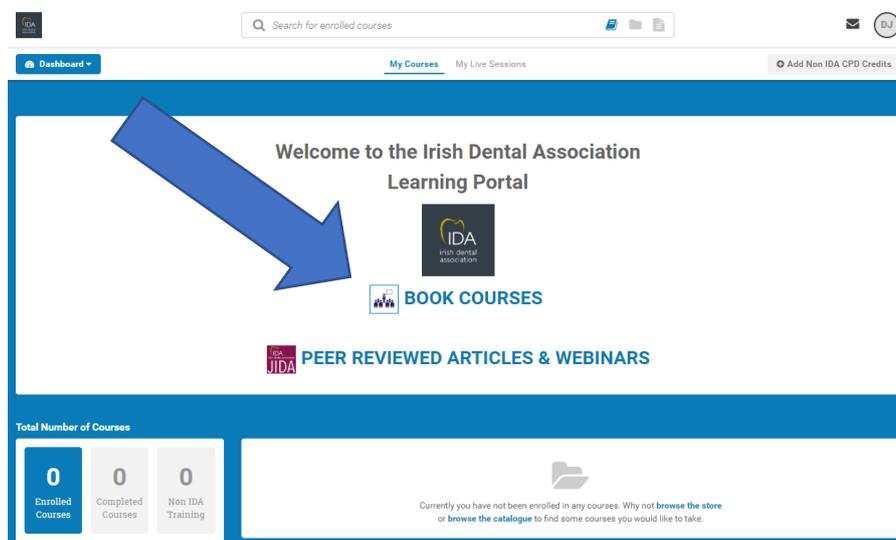
YOU ARE HERE: [BOOK CPD](#)

The Irish Dental Association have now launched their new online learning Management system To access the system click the button below.

[Book Online](#)

4. You are now on the CPD website

You will now be brought to the dashboard of your CPD account. Here you can see courses that you are booked onto and have completed in the past. You will also have access to journal articles and webinars as well as the events store, which is where you will go to book events, so you will need to click on the 'Book Courses' button.



Please note, sometimes when leaving the IDA website and going to the CPD website, you can become logged out. If this happens you will be asked for your email address and password to log back in. Once you complete this step, follow the below steps as normal.

5. Booking and paying for your course

Once on the event store, you will see all available events and courses. Once you have found your desired event, click 'Add' and this will add the chosen course to your shopping cart.

The screenshot shows the IDA website's CPD Courses page. At the top, there's a navigation bar with 'Dashboard', 'Dr Jane', and 'Shopping Cart'. Below is a banner for 'Irish Dental Association CPD Courses' with a 'Learn more' button. A search bar is present. The main content area displays a course listing for '064 IDA 2020 Annual Conference - Pre-Conf - Full day Restorative Dentistry Course with Dr Raymond Bertolotti'. The listing includes details like 'Adhesion dentistry incorporates biomimetics - with Dr Raymond Bertolotti', 'Full Day Restorative Dentistry Lecture - Dr Raymond Bertolotti', a rating of 5 stars, '1 module', and a price of '€225.00'. A blue arrow points to the 'Add' button.

Once you have added all desired courses to your shopping cart, you are now ready to pay. Click on the shopping cart in the top right of the screen and you will be brought through the process of payment.

The screenshot shows the IDA website's payment page. At the top, there's a navigation bar with 'Continue Shopping', 'Dashboard', and 'Dr Jane'. Below is a progress indicator showing '1. Shopping Cart', '2. Checkout', and '3. Confirmation'. The main content area is titled 'Payment' and contains a form with the following fields: 'Name on Card', 'Card Number', 'Expiration (MM/YY)', and 'CVC What's this?'. A 'Next Step: Confirmation' button is visible. To the right, there's a summary box showing 'Subtotal: €225.00' and 'Total: €225.00'. Below the button, there's a note: 'Selected location: Ireland' and 'If you want to cancel this order click here'. At the bottom, there's a 'Ways to pay?' section with logos for VISA, MasterCard, and American Express, and a note: 'We accept Visa, MasterCard and American Express credit cards as ways to pay.'

Once payment is made, you will automatically receive a receipt and confirmation email to the email address connected to your account.

**If you experience any difficulties when booking, please call Aoife on 012950072.*