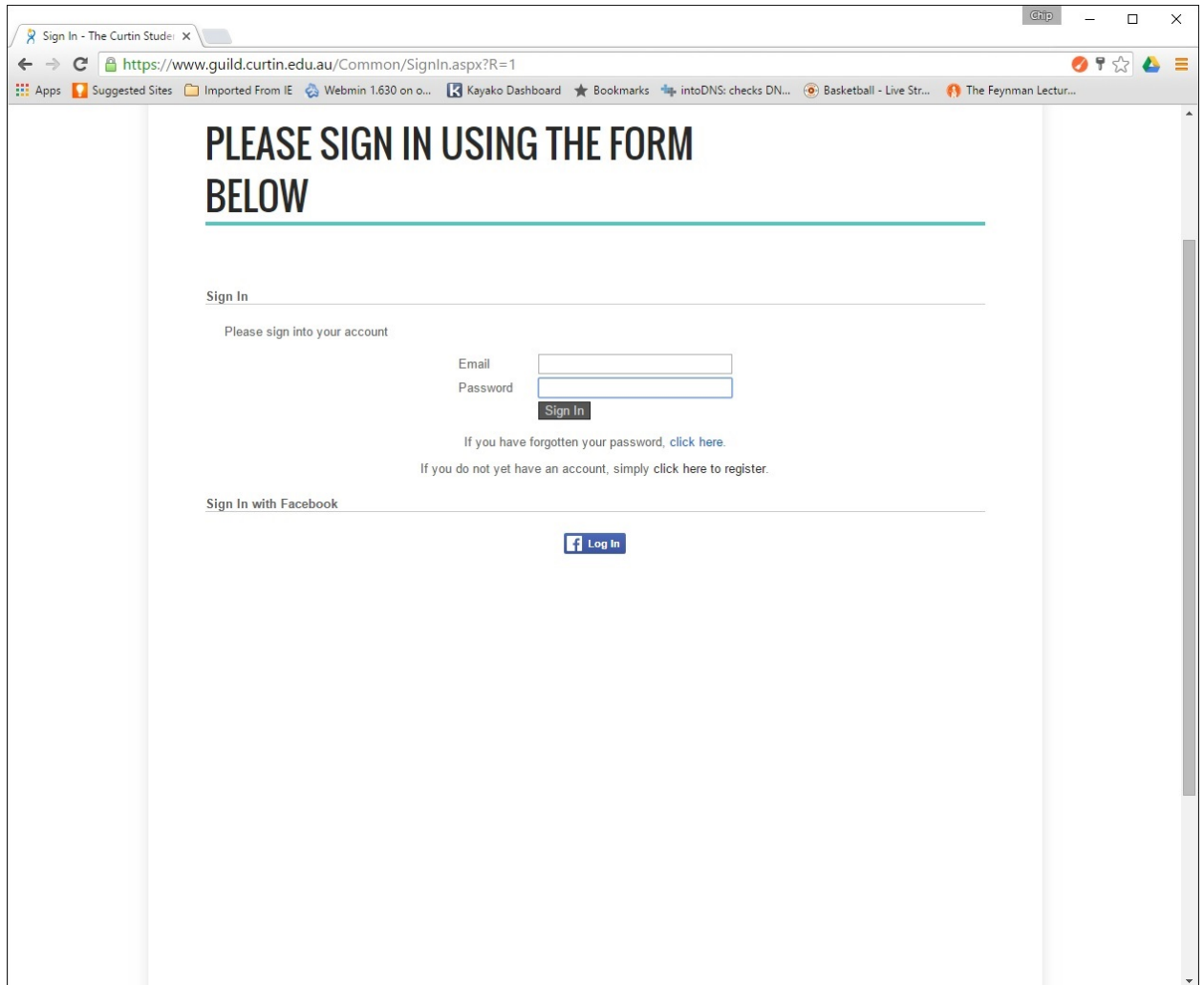


Creating an Account

This document describes how to create a new account using the Guilds new payment system.

1. At the Login screen, select 'Click here to register'



Sign In - The Curtin Studio

https://www.guild.curtin.edu.au/Common/SignIn.aspx?R=1

PLEASE SIGN IN USING THE FORM BELOW

Sign In

Please sign into your account

Email

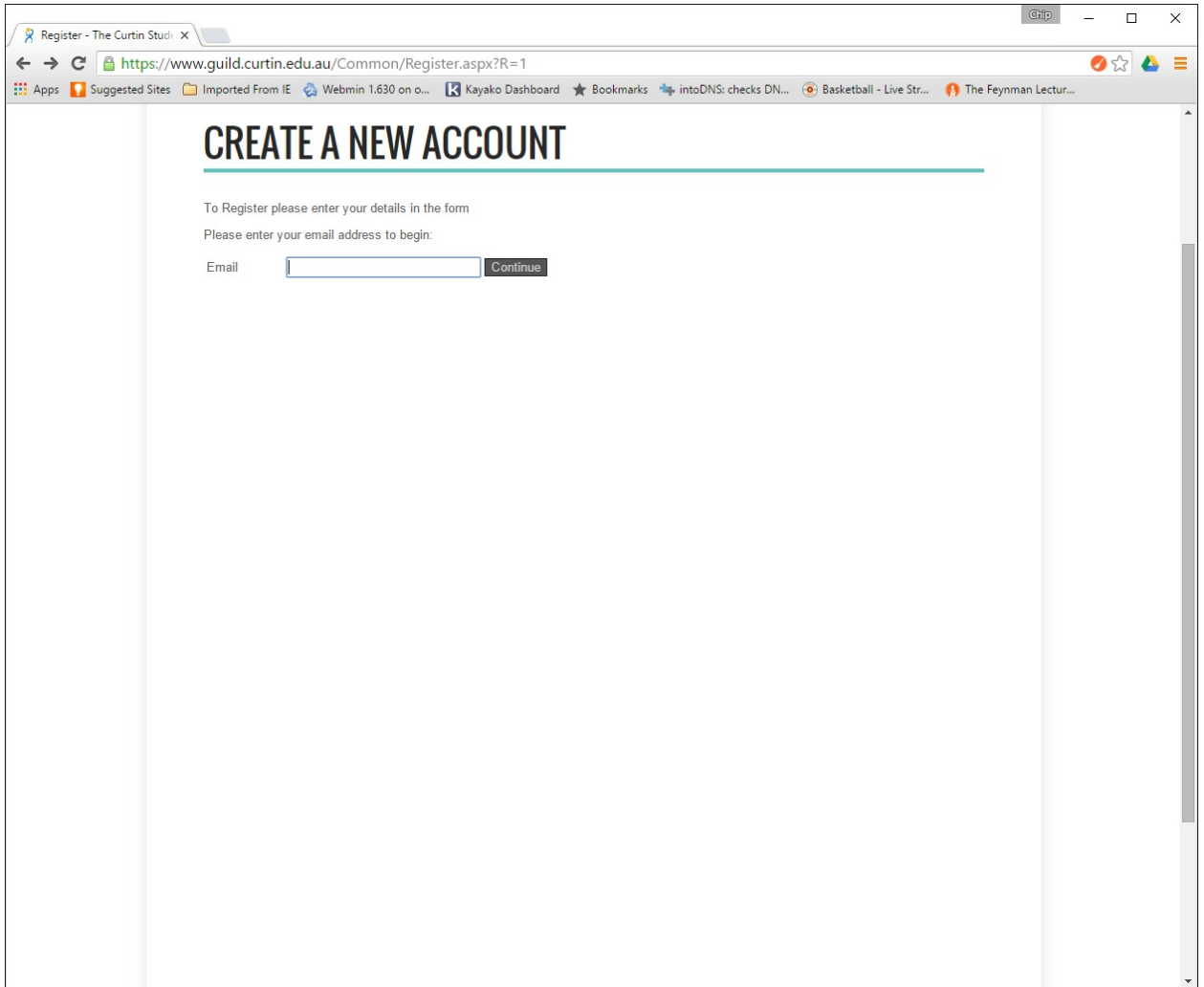
Password

If you have forgotten your password, [click here](#).

If you do not yet have an account, simply [click here to register](#).

Sign In with Facebook

2. Enter your email address on the create new account page, This is the email address that any receipts will be sent to



Register - The Curtin Stud... x

← → ↻ <https://www.guild.curtin.edu.au/Common/Register.aspx?R=1> [Icons]

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CREATE A NEW ACCOUNT

To Register please enter your details in the form
Please enter your email address to begin:

Email

3. Please complete the registration form. Fields marked with a * are required.

The screenshot shows a web browser window with the URL <https://www.guild.curtin.edu.au/Common/Register.aspx?R=1>. The page title is "CREATE A NEW ACCOUNT". Below the title, there is a heading "To Register please enter your details in the form". The registration form is a light gray box containing the following fields and options:

- First Name***: Text input field.
- Surname***: Text input field.
- Mobile***: Text input field.
- Email**: Text input field containing "paul@test.g-net.com.au" with a "[Clear]" link.
- Base Campus***: Dropdown menu with "Curtin University Bentley Campus" selected.
- Password***: Text input field.
- Re-type Password***: Text input field.
- Address***: Text input field.
- State***: Text input field.
- Suburb***: Text input field.
- Postcode / Zip***: Text input field.
- User Type***: Dropdown menu with "Student" selected.
- Student ID***: Text input field.
- Gender***: Dropdown menu with "Please Select" selected.
- DOB***: Text input field with a calendar icon.

Below the form fields, there is a section for mailing lists:

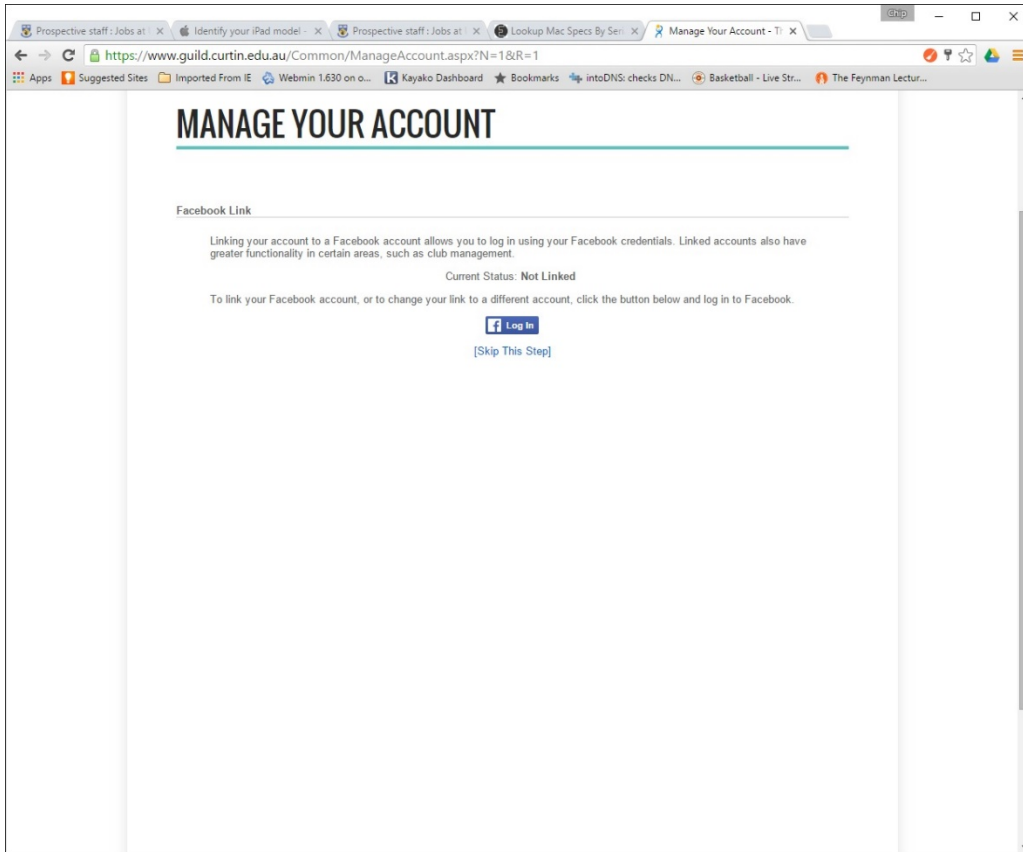
Please select any mailing lists you wish to join

- General Mailing List
- Yes, I have read and agree to the [Terms and Conditions](#) *

Please note: If you are a student who has been given a Student ID and/or Network ID, you must enter it/them above.

At the bottom of the form, there is a reCAPTCHA widget with the text "I'm not a robot" and a "Continue" button.

4. If you would prefer to sign in using your Facebook login you may link your account by clicking the Facebook login button. If you would prefer to login with your email address select 'Skip this Step'



5. The account setup is now complete and you will be directed to the 'Pay an invoice' page.

Prospective staff : Jobs at | X Identify your iPad model - X Prospective staff : Jobs at | X Lookup Mac Specs By Seri X Pay an Invoice - The Curtin X

← → ↻ <https://www.guild.curtin.edu.au/store/payinvoice/> ☆ 🗑️ ☰

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PAY AN INVOICE

STORE MENU

Organisation Name*

Customer Code*

Invoice Number*

Amount*

\$

Comments

* Denotes required fields

[Continue](#)