



Quick instructions for accessing your chamber discount on the Small Business Academy:

1. From <https://smallbusinessacademy.thinkific.com/> click “View Course” for the course you are interested in.
2. Click the “Buy” button when you are ready to enroll in a course
3. Enter your information in the Account Setup page. Open and agree to the **Terms of Service** then click **Create Account**.
4. You are now on the **Confirm and Pay** page. Click “Have a coupon?” and enter **CHQCHAMBER**

A screenshot of the 'Confirm & Pay' page for a course purchase. At the top, a progress bar shows '1 Account Setup' and '2 Confirm & Pay'. The main content area shows the course 'Certificate in Social Media Marketing' for '\$385.00 USD'. Below this, the 'Total Price' is also '\$385.00 USD'. A red arrow points to a 'Have a coupon?' link with the text 'click here, enter code'. Below the coupon link is a 'Card Number' input field. Underneath are 'Expires:' fields for 'MM', 'YYYY', and 'CVC'. At the bottom right is an orange 'Purchase With Credit Card' button. Below that is a 'Check Out with PayPal' button. At the very bottom, there are logos for VISA, Mastercard, and American Express, along with the text 'Powered by stripe' and '100% SECURED CHECKOUT'.

5. New total will automatically reflect your chamber discount. Choose your payment method and proceed.
6. You will receive login instructions immediately by email. Access to all course videos, downloads and presentations begins immediately and will remain available 24/7 for 12 months.

Questions about the Small Business Academy? Contact Kate Moody, Certified Business Advisor at the Small Business Development Center, 716-338-1339.