

Start-up Flow

Registration

1. New Member Registration Page



The registration form includes the following fields:

- お名前** (Name): 姓: 山田, 名: 太郎
- ニックネーム** (Nick name): 例: たらー
- メールアドレス** (Mail address): 例: yamada@example.com
- パスワード** (Password): 8~12文字, 確認のため再入力
- クーポン・コード** (Coupon code):

At the bottom, there is a button labeled **登録内容確認** (Check registration content).

Input the following: Name (お名前), Nick name (ニックネーム), Mail address (メールアドレス), Password (パスワード).

Upon completion, click “Confirmation” button.

規約に同意して、確認作業へ進む

2. Confirmation and Mail



The confirmation page displays the user's registration details:

お名前	Test John
ニックネーム	TestJohn
メールアドレス	*****@hotmail.com
パスワード	*****
クーポン・コード	-

At the bottom, there are buttons for **戻る** (Back) and **送信** (Send).

This page gives you a chance to confirm your name, nickname and mail address before clicking the ‘Send’ button:

送信

You will receive an e-mail

confirming your registration. Check your bulk mail if you do not see it right away.

Clicking on the first link provided in the e-mail will confirm your registration and open a page to log in using your e-mail and password.

3. Editing your Profile



Without finishing your profile, you can't make a reservation. On the Left-hand side of the My page, You will find the “Profile Edit” [プロフィール編集] button. Upon clicking the button, you will see the profile edit page.

Your profile data will be helpful for teachers to get to know you better. Your **Skype ID** is necessary to book a lesson. Please make sure that it is a right one.

会員本人 ※必須

- 1 : ビジネスパーソン
- 2 : 主婦
- 3 : 接客業
- 4 : 大学生
- 5 : その他

You must also choose at least one of the following descriptors: 1. Businessperson, 2. Homemaker, 3. Hospitality Industry, 4. University Student. If none of these describe you choose 5. 'Other'. When you

are done adding your Skype address and choosing a descriptor, scroll down to the bottom of the page to save your edits by clicking the 編集 button:

編集

Point Purchase

From Your 'My Page'

1. Click the Card Account icon



カード決済

to go to the payment

page



2. Choose your plan



Choose the monthly number of points you wish to purchase.

Click "Proceed to confirm" button.

確認画面へ進む

カード決済

以下のご注文に間違いはないでしょうか。問題ないようでしたら「カード決済手続きに進む」を押してください。画面下に決済フォームが表示されます。

プラン名	月額3,400円プラン/3400ポイント
ポイント	3,400 pt
料金	月額 3,672 円

Return → 戻る Proceed to card payment カード決済手続きに進む →

Click "Proceed Card payment" button. If there is any problem, click the "Return" button.

After inputting the card information, click "Payment" button

今すぐ支払う

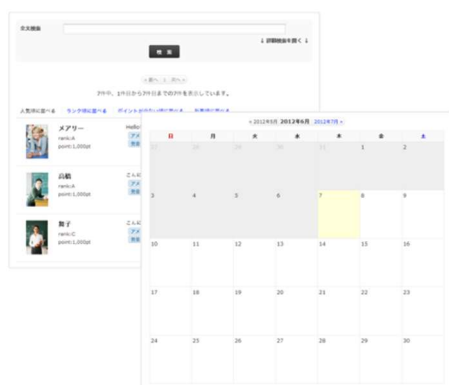
3. Receive Points



After purchasing the plan, you will see the page shown on the left. You can check the purchased points on My Page under the “ポイント入出金明細” link.

Lesson reservation

1. Choose a teacher/date



You can choose by teacher or date (“Reserve by choosing a teacher” is shown on the reservation section.)

You can see each teacher’s profile, message and schedule.

2. Make Reservation

2013年8月						
日	月	火	水	木	金	土
						1
						2
						3
						4
						5
						6
						7
						8
						9
						10
						11
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						31

Select the date/time from the teacher’s schedule. (Blue cells are available) Upon clicking the cell, the Reservation Confirmation Page will be shown. After confirming the point used, Click the “Reservation confirmation” button [予約確定] Then, you will see the Reservation Confirmation page, at the same time you will receive the confirmation mail.



You can send a message to the reserved teacher. If you have any requests, please send it before the lesson. In case you don’t have enough points, **purchase some more points.** You can **reserve a lesson up to 10**

hours before the start time. You can **cancel the lesson up to 2 hours before the starting time with no point use.** (After that the points cannot be returned.)

Lesson Start

1. Lesson start !



Be ready on Skype a few minutes before the lesson. At the reserved time, your teacher will call you. If you don't show up 5 min. after the reserved time, the lesson will be cancelled, and the points for the lesson will be deducted from your total.

After Lesson

1. Report the lesson complete

レッスン完了報告

完了状況報告

レッスンの完了状況を選択してください。

完了 未実施 (講師が来なかった) トラブル (自分)

未実施またはトラブルの場合は簡潔に説明を入力してください。

※ 140文字まで

評価

レッスンの評価を5段階にて、入力ください。

悪い 良い

感想

レッスンの感想をご入力下さい。この投稿は講師にも届きます。

※ 140文字まで

報告する

After the lesson, go to My Page and check the lesson record to report the lesson.

There are three selections.

1. 「完了」 Completed without a problem
2. 「未実施」 Teacher didn't show-up
3. 「トラブル」 I couldn't have a lesson

There is a field for explanation

You may also evaluate the lesson.

Far left: Bad, far right: Good

Report within 30 min. after the lesson.

After 30 min., it will become 'complete' status automatically.