## How to register at Cappelen Damm

## Click on Log Inn

LOGG INN	MIN SIDE	KUNDES	ERVICE	1
		ų	0	
		Flere	valg 🗸	

Choose «Registrer ny Cappelen Damm-bruker»:



Next time you log in you can click on "Min side" and then "Logg inn med cappelen Dammbruker"

Choose "privatkunde" anc click on "registrer"

N	v brukor2 Pogio	tror dog	
INY		lier deg	
$\bigcirc$	Ansatt i skole/barnehag Krever faktura- og leveri	<b>ge/bedrift (Norway)</b> ingsadresse i Norge	
$\bigcirc$	Ansatt ved høgskole/un	niversitet	
0	Bedriftskunde Utland (O For companies in other	Other countries) countries than Norway	
	Privatkunde (private cu	stomer)	
		DECISTDED	
	AVBRYT	REGISTRER	

## Fill in personal info:

Fornavn = First name Etternavn = last name E-postadresse= e-mail Lag passord (minst 6 tegn) = make a passwoird with at least 6 characters Vis = show Adresse: street and house number Postnummer = postal code Poststed = locality/city Din fødselsdato = date of birth Nyhetsbrev = News letter (not necessary)

Fornavn Knut	Adresse	
Etternavn Lyngstad	Postnr. 2274LD Poststed Voorburg	
E-postadresse norsk@lynganor.com	Land Nederland	~
Mobiltelefon 0612345678	Din fødselsdato 01.01.1950	
Lag passord VIS		

I have filled in the compulsory fields above. If you live outside of Norway, you should choose your country (land) *before* entering phone number and postal code/place. Otherwise, you will get an error message.

Now you have created an account. You will receive an e-mail to confirm your account. After confirming you will be logged in and you buy the product. "Logg ut" means "log out", meaning that in this case, I was already logged in.

When buying your product, you need to click the green button (legg i kurv) first.



Afterwards, you click on the green button up to the right on the screen (the basket).

## Paying

Control what you have bought and click on the green button:



Norsk på 1-2-3 Lyd (Elevlisens) Elisabeth Ellingsen og Kirsti Mac Donald 9788202540982, Bokmål, 2017, Nettsted Varighet: Fram til 31.08.2024

Jeg har en rabattkode



1 × kr 100,-

Now, you can choose between two different payment options.

KORT	vopps
Kortopplysninger legger du inn når du fullfører bestillingen	
VALGT	VELG

You probably have to choose to pay with **kort** (card) if you live outside of Norway. You choose "Husk dette kortet" if you want CappelenDamm to save the card info. Vipps is a Norwegian app for payments, and it does not work with foreign bank accounts.

On the same screen, you will see this:

NORSK PÅ 1 2 3 C U elev	Norsk på 1-2-3 Lyd (Elevlisens) Elisabeth Ellingsen og Kirsti Mac Donald 9788202540982, Bokmål, 2017, Nettsted 31.08.2024	1 × kr 80,−
<b>Totalsum</b> Herav mva k	kr 0,-	kr 80,–
Jeg aks	septerer salgs- og leveringsbetingelsene	

FULLFØR BESTILLINGEN

You have to check "jeg aksepterer salgs- og leveringsbetingelsene", meaning that you accept the terms and conditions.

The next step is the page where you pay, you choose your card (Maestro often does not work), and you are ready.

When logging on next time, be sure that this is the page:

https://utdanning.cappelendamm.no/

The URL has to include the word Utdanning. You can also write a short version of the URL: cdu.no