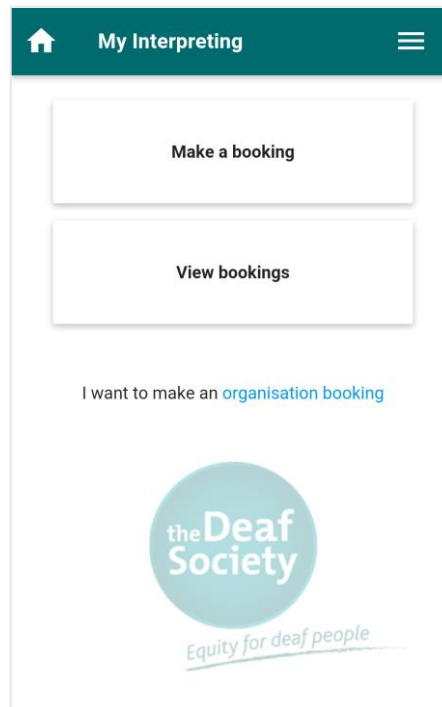


# My Interpreting Mobile Website

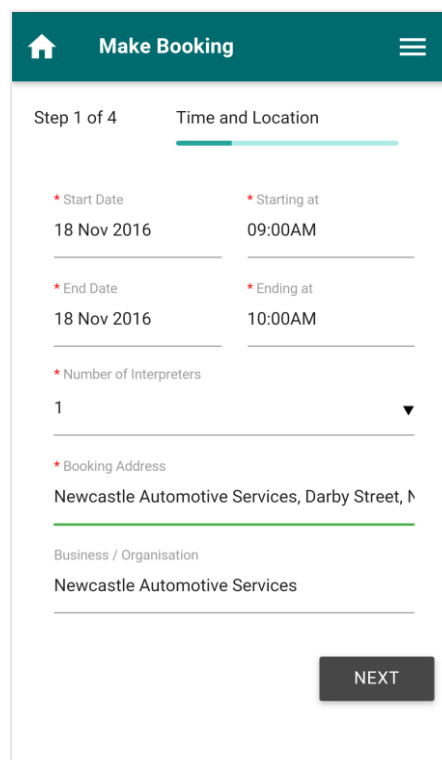
We've made it easier to book an interpreter using your mobile phone, tablet or iPad by developing the My Interpreting mobile website. Now to book an interpreter with your NDIS funds, there are only 4 steps plus a simple once-off registration. Easy!

## To make a booking

1. Open the website: <https://myinterpreting.deafsocietynsw.org.au>.
2. Select **Make a Booking**.



3. Enter the details of your booking including time and location.



The screenshot shows the 'Make Booking' mobile website form, specifically 'Step 1 of 4: Time and Location'. The form has a teal header with a home icon, the text 'Make Booking', and a menu icon. Below the header, there is a progress indicator showing 'Step 1 of 4' and 'Time and Location'. The form contains several input fields:

- \* Start Date: 18 Nov 2016
- \* Starting at: 09:00AM
- \* End Date: 18 Nov 2016
- \* Ending at: 10:00AM
- \* Number of Interpreters: 1 (with a dropdown arrow)
- \* Booking Address: Newcastle Automotive Services, Darby Street, N
- Business / Organisation: Newcastle Automotive Services

At the bottom right of the form is a dark grey button labeled 'NEXT'.

4. Enter the interpreting details for your booking.

The screenshot shows a mobile application interface for 'Make Booking'. At the top, there is a dark teal header with a home icon, the text 'Make Booking', and a menu icon. Below the header, the booking details are presented in a list of key-value pairs:

- Date and Time:** 18 Nov 2016, 09:00AM - 10:00AM for 60 minutes
- Notes:** Taking car to mechanic because having problems starting the car
- Organisation:** Newcastle Automotive Services
- Location:** Newcastle Automotive Services, Darby Street, Newcastle, New South Wales, Australia
- Interpreters required:** 1
- Type of booking:** Meeting
- Type of interpreter:** Auslan

At the bottom of the summary, it states: **Estimated \$198.00 Auslan booking**

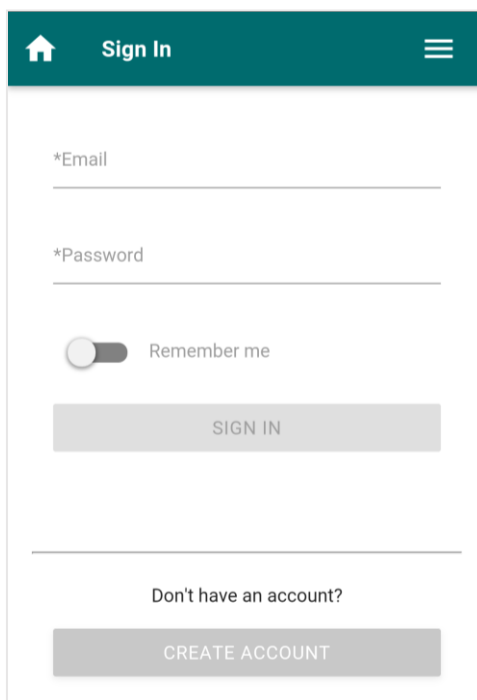
5. You will see a summary of the booking and the estimated price.

The screenshot shows the 'Interpreting Details' step of the booking process. At the top, there is a dark teal header with a home icon, the text 'Make Booking', and a menu icon. Below the header, the progress is indicated as 'Step 2 of 4' with a progress bar. The current step is 'Interpreting Details'. The form contains the following fields:

- \*Type of booking:** Meeting (with a dropdown arrow)
- \*Type of interpreter:** Auslan (with a dropdown arrow)
- Preferred interpreter:** Kylie Clear
- Notes:** Taking car to mechanic because having problems starting the car

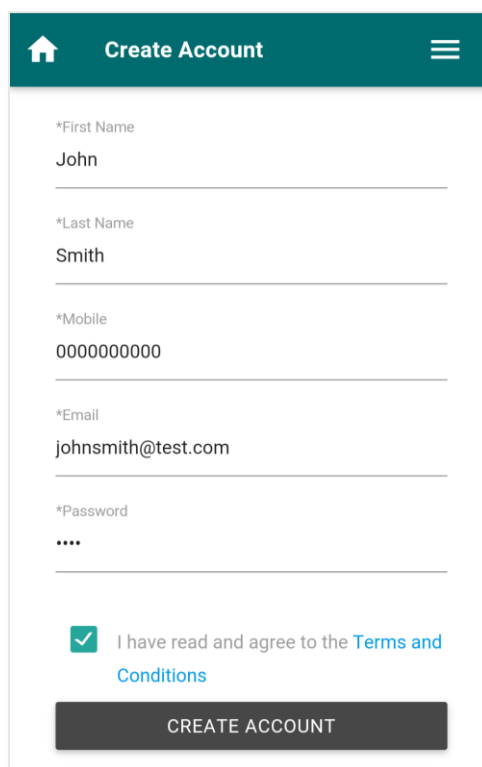
At the bottom of the form, there are two buttons: 'BACK' and 'NEXT'.

6. To complete the booking you will need to sign in.



The image shows a mobile application screen for signing in. At the top, there is a dark teal header with a home icon, the text "Sign In", and a menu icon. Below the header, there are two input fields: "\*Email" and "\*Password". Below the password field is a "Remember me" toggle switch, which is currently turned off. A grey "SIGN IN" button is positioned below the toggle. At the bottom of the form, there is a link "Don't have an account?" and a grey "CREATE ACCOUNT" button.

If it is your first time using the new booking site you will need to create an account, once the account has been made you can use that login for all future bookings.



The image shows a mobile application screen for creating an account. At the top, there is a dark teal header with a home icon, the text "Create Account", and a menu icon. Below the header, there are five input fields: "\*First Name" (filled with "John"), "\*Last Name" (filled with "Smith"), "\*Mobile" (filled with "0000000000"), "\*Email" (filled with "johnsmith@test.com"), and "\*Password" (filled with "...."). Below the password field, there is a checked checkbox and the text "I have read and agree to the [Terms and Conditions](#)". A dark grey "CREATE ACCOUNT" button is at the bottom.

7. Make payment – The first time you use the new booking site, you will need to add a payment method. You will be asked to choose between NDIS or Self- managed. If you select NDIS that means we will make a service booking on the NDIS portal and claim for payment that way. If you select Self-managed, it means we will send you an invoice for your booking.

The screenshot shows the 'Make Booking' app interface. At the top, there is a teal header with a home icon, the text 'Make Booking', and a menu icon. Below the header, it indicates 'Step 4 of 4' and 'Payment Method'. A progress bar is shown below this text. A light gray box contains a selected radio button, the text 'NDIS', 'ref 987512478', and 'exp'. Below this box is a dark gray button labeled 'ADD PAYMENT METHOD'. At the bottom, there are two dark gray buttons: 'BACK' on the left and 'COMPLETE BOOKING' on the right.

In future when you make bookings, it will automatically select the payment method you have set-up.

The screenshot shows the 'Make Booking' app interface. At the top, there is a teal header with a home icon, the text 'Make Booking', and a menu icon. Below the header, it indicates 'Step 4 of 4' and 'Payment Method'. A progress bar is shown below this text. The main content area contains the text 'You don't have a valid payment method that can be used for this booking.' followed by a link '[Why am I seeing this?](#)'. Below this is a horizontal line. Underneath the line, it asks 'Want to add a new NDIS, EAF or Invoice Payment Method?' and provides a dark gray button labeled 'ADD PAYMENT METHOD'. At the bottom, there are two dark gray buttons: 'BACK' on the left and 'COMPLETE BOOKING' on the right.

8. When you select complete booking, your request will sent to our bookings team and you will receive an email to confirm that we have received your request.