

Online Education Programs System

https://obs.science.edu.sg/OBS2017WebApp/Login

Guide for booking Enrichment programs with Science Centre Singapore

Should you have further enquiries, Please call 64252525/ 64252526 or email to schools@science.edu.sg



What is the Online Education Programs system?

The Online Education programs system allows teachers to make bookings for Enrichment programs at Science Centre Singapore

The system can be accessed at the following URL: https://obs.science.edu.sg/OBS2017WebApp/Login

To use the Online Education Programs System, you must have the following

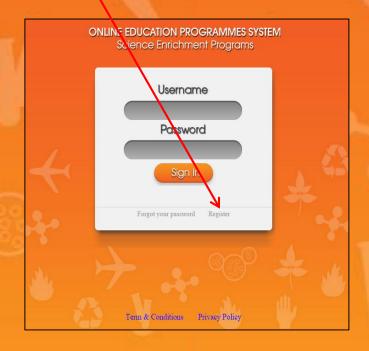
A registered email address with an Educational institution in Singapore.



How do I obtain an account with Online Education Programs system?

Teachers, please use an edu.sg email address to register.

 Create account using the "Register" link in https://obs.science.edu.sg/OBS\u00e4017WebApp/Login





I have an account. How do I change/reset my password?

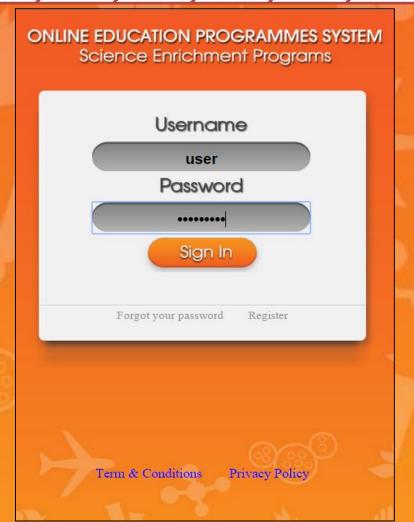
Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Follow the instructions and change your password during the first login

If you have <u>2 failed logins</u>, before the system disable your account. Click "<u>Forget your</u> <u>password</u>" to reset the password.

If your password is not longer valid (<u>more</u> then 90 days) above method apply.

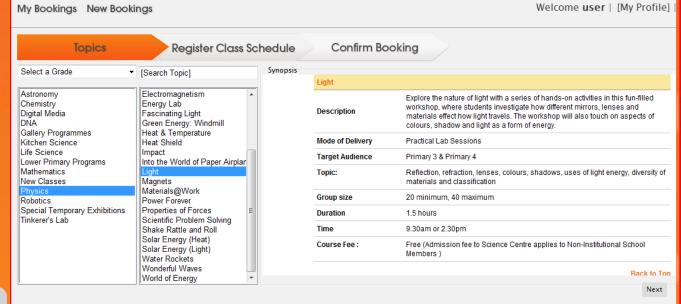
If your account is disabled, you can reactivate your account by contacting your school Admin or by email to schools@science.edu.sg





Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Select the class you wish to book then click "next".



You can select classes by:

Grade

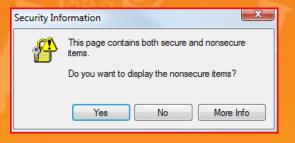
 Choose the level of your students

Search Topic Choose this if you already know the name of the class you wish to attend

Programs of study

 Which subject are you interested in "Best view on IE7 with resolution 1280*800

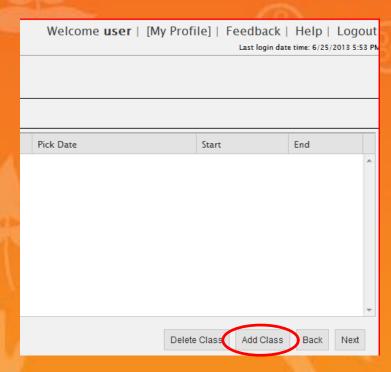
If you see this dialog box, click "yes"





Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

First select the "Add class" button to start off with your booking



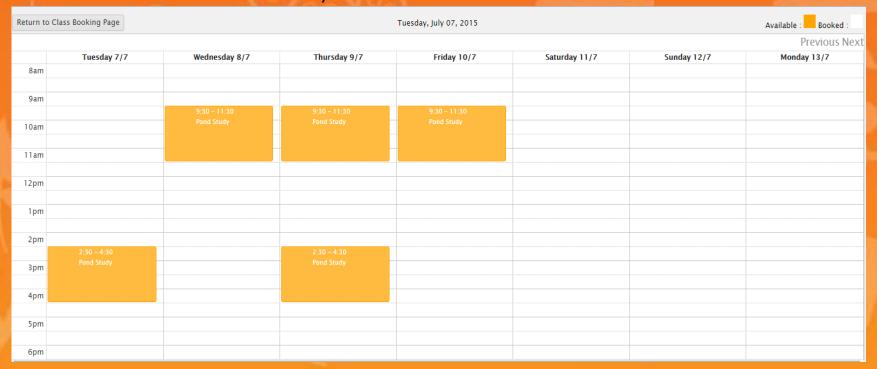
Than under "Pick date" click onto the icon & choose the date of your choice.

ss Schedule Conf	firm Booking	Paymen	t		
re Science. Please click "Add Class" to begin the booking process.					
Class Name	Number of students	Number of teachers	Pick Date	Start	End



Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

- Use our pick date facility to pick an available date/ time.
- Click the slot that fits your preferred schedule. (If your prefer date is not available, you can click "Next" to view the following week or go back to "Step 3" to pick another date.)







Fill in all the other information about your booking and then click next.

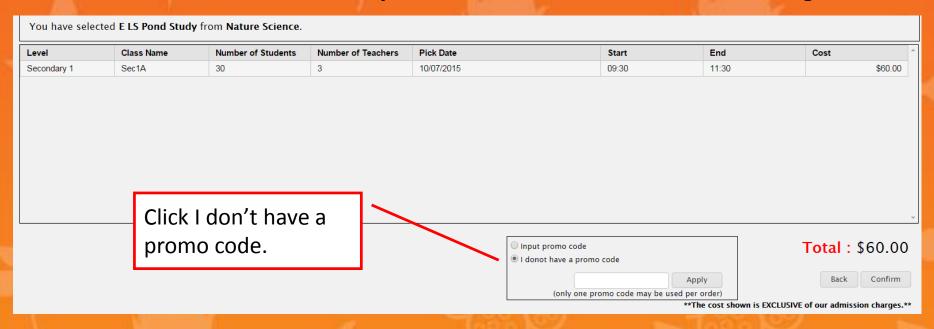
	Topics	Register Class Schedu	le Confirm Bookin	g Pay	rment				
You have selected E LS Pond Study from Nature Science . Please click "Add Class" to begin the booking process.									
	Level	Module	Class Name	Number of students	Number of teachers	Pick Date	Start	End	<u> </u>
	Secondary 1	Pond Study	Sec1A	30	3	10/07/2015	09:30	11:30	
							Delete Add	d Back Next	

Please take note that you can **only book one class per transaction**. For **changing of date**, please do a new booking & cancel the existing booking.



Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7 Step 8

Check your details and then click "Confirm Bookings"



Please note that the **cost indicated is exclusive** of our **Admission charges to Science Centre** or **any Temporary Exhibition**.





Step 7a: Click "Agree" to accept our Terms and Conditions"

Terms and Conditions

Cancellation Policy

(i)All cancellation & any booking amendments have to be sent to us at least **10 working days** before your arrival dates to avoid any penalty charges.

(ii)A penalty charge will apply for any cancellation within 10 working dates of scheduled booked date,

no show, or if the class is late for more than 30 mins without notification or

if the number of students in the class falls below the minimum number stipulated for the class.

(iii)Penalty charges: the course fee for number of people booked (for paid programmes) or \$50 (for free programmes).

(iv)Within ten working days of the scheduled booking date, the course fee charged will be for the booked number, even if there are fewer students on that day.

(v)All bookings received will indicate that participants have agreed to the cancellation policy.

Admission Fee

All calculated charges are EXCLUSIVE of our admission charges.

Kindly visit here or contact our staff for details.

AGREE

DISAGREE





You will see the confirmation screen

All your classes have been successfully booked. The following are the details of the classes.

Invoice number: TB23605

Please click **here** to view your invoice. (This is a draft invoice, final invoice will be sent on visit date via email)

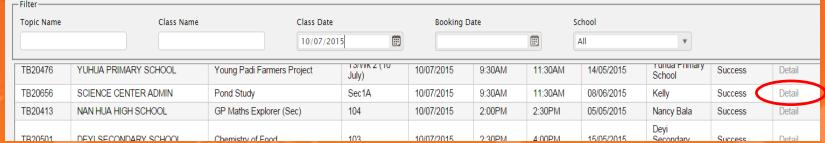
Make another booking View Booking Status

You will also receive an email from enrichment@science.edu.sg with all the booking information



How do I modify/cancel a booking?

You can modify/cancel a booking by logging in and going to My Bookings



Identify your booking & select "Details"

For "modification"

- You can amend the "class name", "number of student & teacher", after amendment click "Save Booking".
- For **changing of date**, please do a new booking & cancel the existing booking.

For "cancellation"

- choose "Cancel Booking" then click "yes". You will receive an email confirmation upon cancellation.

Booking Detail					
Booking User	Kelly	Class Date	Friday, July 10, 2015		
Invoice No	TB20656	Start Time	9:30 AM		
Status_ID	Success	End Time	11:30 AM		
Topic Name	Pond Study	Class Name	Sec1A		
Booking Date	Monday, June 08, 2015	Number Of Teacher	3		
Cost	\$ 60.00	Number Of Student	30		
	Save Booking	Cancel Booking Bac	ck		
Please click here to view your invoice. (This is a draft invoice, final invoice will be sent on visit date via email)					



Thank you for using the Science Centre Singapore Enrichment Programmes booking system

Selected classes are not available in our booking system. These include

- 1. 2 Day DNA classes
- 2. Classes based on Omni Theatre movies
- 3. Excursion to Sky Greens farm
- 4. CRADLE classes

To book the above classes, please use the booking forms

We hope that you have a good experience with our new booking system and feel free to contact us should you require further information. You can reach us at schools@science.edu.sg or call 64252525/ 64252526

Alternatively you can leave your feedback at by clicking the Feedback link on our website.

We look forward to facilitating a fun hands-on learning opportunity for your class at Science Centre Singapore