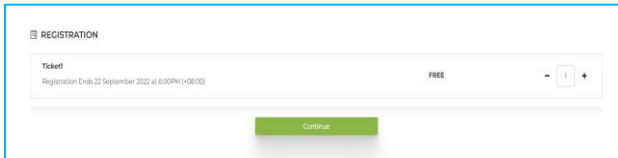


SIGN UP FOR INDIVIDUAL/ GOVERNMENT AGENCY

Go to MATRADE Exporters Training Programme
<https://www.matrade.gov.my/en/export-to-the-world/online-services/online-applications/matrade-s-exporters-training-programmes> page in MATRADE portal and click the REGISTER button



- If you register as an Individual or Government Agency, you can only register for one person at a time.



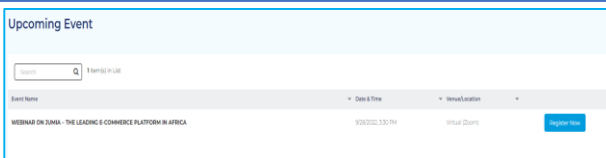
- Fill up your details (Note: To login to the portal, you will be required to enter **your email address** and **IC number** without the "-" symbol).
- You will be redirected to MATRADE Exporters Training Programme Portal.
- Click **Sign Up** tab (for first time user)

AFTER SUCCESSFUL SIGN IN:

From: <training@matrade.gov.my>
Date: Wed, Sep 14, 2022 at 10:05 AM
Subject: Account Activation for MATRADE Exporters Training Programme
To: <office.khalisace@gmail.com>

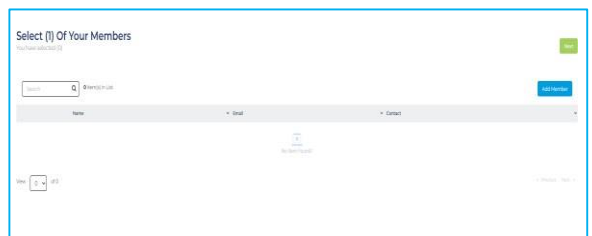
Welcome to MATRADE Exporters Training Programme.,
Click [here](#) to activate your account.
Once login, please select "Upcoming Events" tab to proceed with your programme registration.
Your loginID - office.khalisace@gmail.com
Thank you for registering with us!

- You will receive email from 'training@matrade.gov.my'. Activate your account by clicking the link/URL provided in the email.
- Sign in using the email that you have registered and your IC number as the password.



Once you have logged-in, choose the event that you would like to register

- For **Individual / Government Agency**, you can fill up the remaining details on the event registration form
- You will be redirected to the event form and select your ticket



You will receive the confirmation e-mail once you have completed the registration form

Notes:

If you have just updated your details in MATRADE Exporter Registry, please allow a minimum of 24 hours for data synchronization before you can sign up for the webinar.