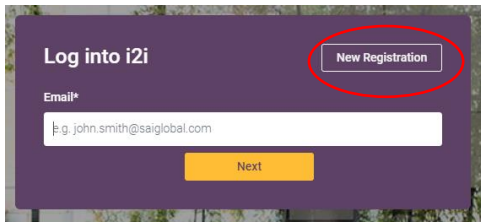


How to Register

Registration is only performed once (providing the details of the email address do not change). Firstly, go to <http://i2.saiglobal.com/> and click on the **New Registration** button



Below Registration page will populate, complete Your Details tab. Click [Next]

A screenshot of the 'Registration' page, showing the 'YOUR DETAILS' tab. The page is titled 'Registration' at the top. Below the title are two tabs: 'YOUR DETAILS' (active) and 'COMPANY DETAILS'. The 'YOUR DETAILS' tab contains several input fields: 'First Name *' (Joe), 'Last Name *' (Bloggs), 'Email *' (Bloggs@hotmail.com), 'Tel.' (090000000), 'Mobile' (0441000000), 'Password *' (masked with dots), and 'Confirm' (masked with dots). Below these fields is a section titled 'Password must meet the following requirements:' with five green checkmarks and their respective requirements: 'Be at least 8 characters', 'At least one number', 'At least one special character', '*, ?, > and < characters are not allowed', and 'Password and its confirmation should match'. At the bottom of the form is a yellow 'Next' button and a link: 'Already have an account? [Sign In](#)'.

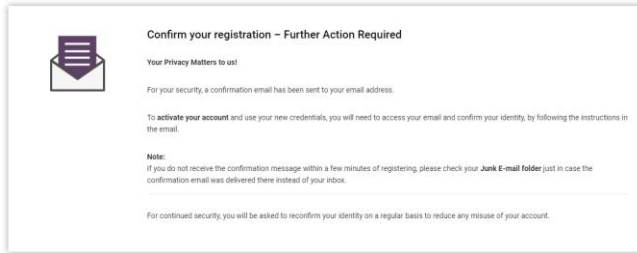
Company Details tab will populate, enter the following:

- Company – Concrete Institute of Australia
- Business Unit - Concrete Institute of Australia
**Please Note, do NOT select "other" in this drop down
- Department – Leave Blank
- County – Australia
- Tick Confirm box

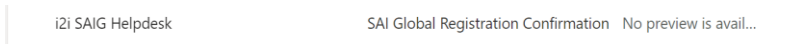
Click [Complete Registration]

A screenshot of the 'Registration' page, showing the 'COMPANY DETAILS' tab. The page is titled 'Registration' at the top. Below the title are two tabs: 'YOUR DETAILS' and 'COMPANY DETAILS' (active). The 'COMPANY DETAILS' tab contains several dropdown menus: 'Company *' (Concrete Institute of Australia), 'Business Unit *' (Concrete Institute of Australia), 'Department' (empty), and 'Country *' (Australia). Below these is a 'Confirm *' checkbox which is checked. At the bottom of the form is a yellow 'Complete Registration' button and a 'Back' link. A small disclaimer text is visible: 'By checking the checkbox and clicking "Complete Registration" button, you consent to SAI Global processing your Personal Data, in accordance with the Privacy Notice (GDPR).'

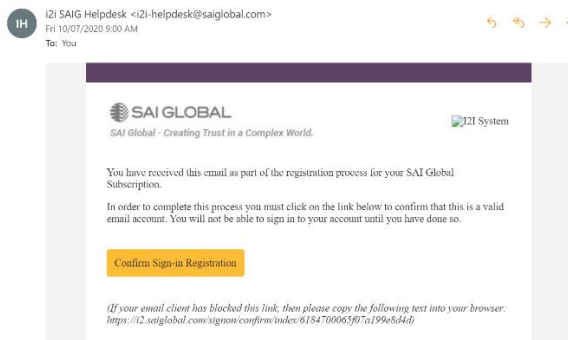
You will receive below confirmation:



Check Your Emails for an email from i2i SAIG Helpdesk:

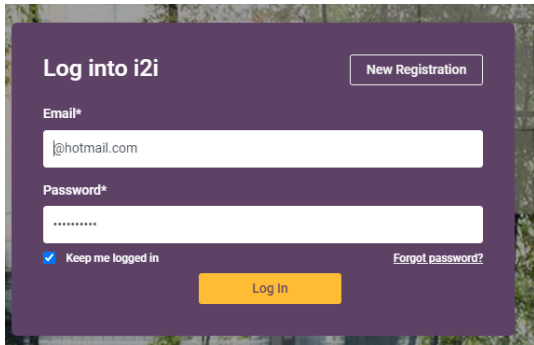


Email will request Confirmation as below, click [Confirm Sign-in Registration]



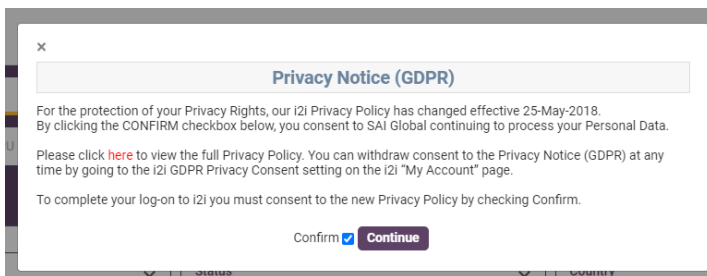
You will then be redirected to the i2i Standard Platform, log in

- Enter email & Password, as below:
- [Log in]

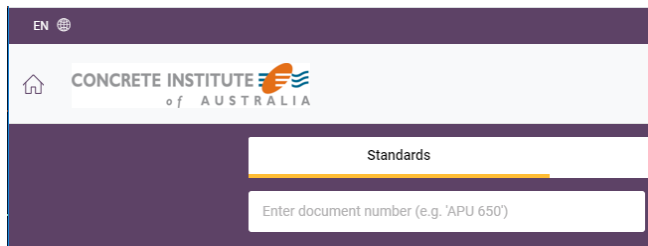


When you initially enter the site, you will be required to agree to SAI Globals Privacy policy.

- Tick Confirm to allow SAI Global to process your details. For a full Privacy policy, click on "here" link in platform
- [Continue]

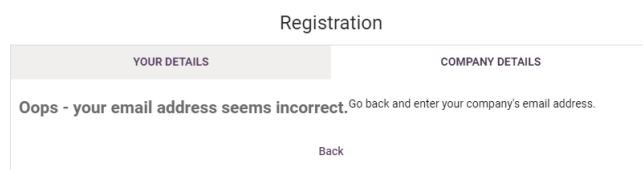


You are now in the Concrete Institutes Australian Standard platform:



Trouble Shooting

If you receive the below error, please contact i2i



Support Contact

- I2iSupport-APAC@saiglobal.com
- 131 242