

How to Sign up for Workshops and Pre/Post-Forum Sessions

Step 1 – Review the 2022 ELF <u>Workshops</u> and <u>Pre/Post-Forum Sessions</u> on the website. When you click on a title, it will take you to the summary for that event. You will find the speaker's bio at the top of each linked page. (Note that speakers and summaries can also be found in the registration form, too.)

Step 2 - Once you have decided which Workshops and Pre/Post-Forum Sessions you would like to attend, log into your registration account using this link:

- Sign in here: cvent.me/rqYd00
- Click the "Already Registered?" link in the upper right-hand corner of the page.

Note that you will need the confirmation number you received when you originally registered for the Forum as well as your email address to log in.

Step 3 - Once you have signed into your account:

- Scroll down the "Registration Summary" page and click the blue button on the bottom-left that says "Modify Registration".
- Click "Next" at the bottom right of the page until you reach the "Registration Items" section of your account.
- Choose which Workshops and Pre/Post-Forum Sessions you'd like to attend by clicking "Select".
- Hit the "Next" button at the bottom of the page when you are finished.
 Advance to the "Order Summary" page and click the blue "Submit" button.

The deadline for signing up is 11 April