

WEBSITE INSTRUCTIONS

www.psychologists.bc.ca



REGISTERING FOR AN EVENT

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1. Go to psychologists.bc.ca
 2. Click '**Log In**'.
 3. Go to the image in the top right corner of the search bar and **click the image**.
 4. Click '**Home**'.
 5. You can **access events** a few different ways:
 - Through your feed.
 - On the right hand side, Upcoming Events > Check them out.
 - On the left hand side, click the calendar graphic.
 6. If you click the Calendar graphic or Check them out, you will go to our '**Upcoming Events**' page.
 7. Click which event you want to register for by selecting '**Event Info**'. Or, you can register right away by clicking 'Register Now'.
 8. If you click 'Event Info', it will bring you to the **event page**, where you can find:
 - Description of the event (date, time, location, event summary).
 - Agenda
 - Speaker Information
 - Community (forum) link.
 - Tickets
 9. To register, click the **ticket you wish to purchase** or select (if the event is free).
 10. Select the number of tickets and click '**Register Now**'.
 11. Complete the **registration form**.
 12. Complete your purchase (this step will be skipped, if free). **You're registered!**