

CECD Conference Registration - Hints and Tips

The registration form allows one or more participants to be registered. At the end of the process there are 2 Payment options:

- a. Payment via PayPal account
- b. Payment via Credit card (using the PayPal screen interface). No PayPal account required.

This guide will guide you through the process. Upon clicking on the Registration button you will see a screen similar to this:

CECD 7th International Conference Registration

CREATIVITY AND AGING CONFERENCE
September 8-10, 2016
Vernon, BC, Canada

1 Step 2 Step 3 Go To Payment 4 Confirmation

Are you an Organization registering for one to three participants ? * Yes No

Name: (Participant 01) *

Title (optional)

Position *

Place of work (if relevant):

Home address (optional):

Phone Number: *

Your E-Mail (01): *

Confirm email:

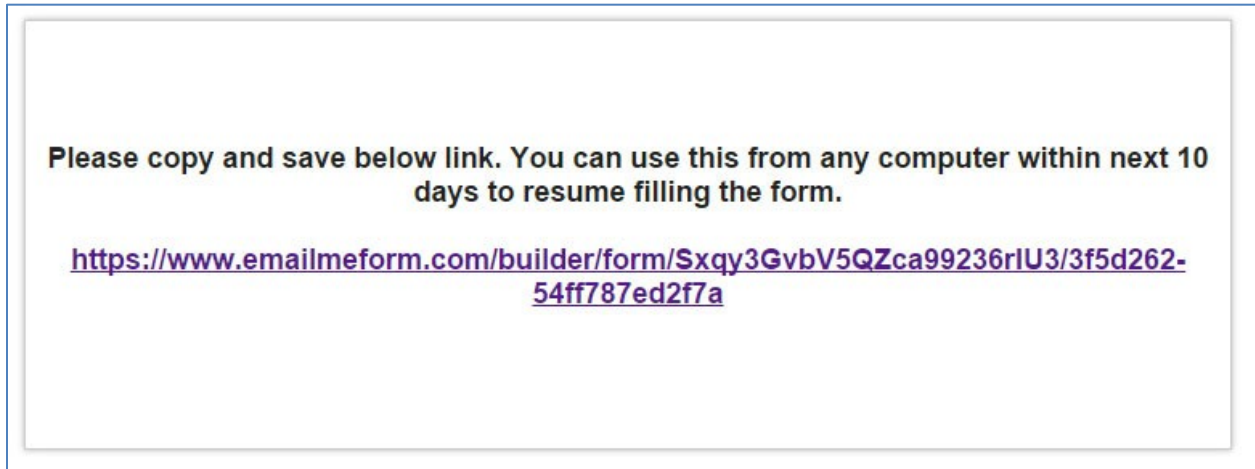
Checkbox (01) * \$395.00 Conference Fee (2 days, including breakfasts and lunches)
 \$125.00 Workshop A (Half a day, morning session)
 \$125.00 Workshop B (Half a day, afternoon session)
 \$175.00 Workshop C (full day)
 \$10.00 Musical/Play: My Mother's Story and Other Influential Women in My Life

Please select one or more items from the list above.

 [Save & Resume Later](#) 1 / 4

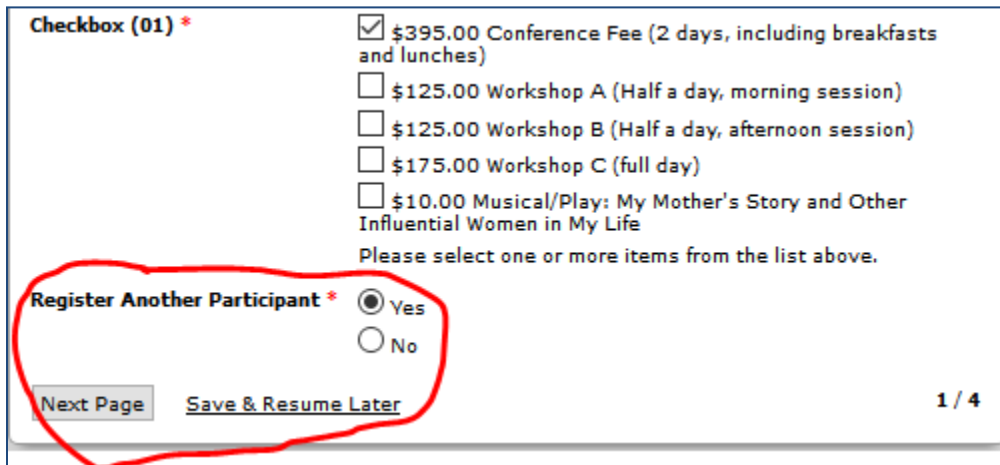
You will be asked to fill out any mandatory fields (*) at the minimum. Use the YES button if you want to register multiple participants, otherwise click NO. It is Important to select and checkmark the registration fee options at the bottom of the screen.

You can click "Save & Resume Later" at any time to delay the completion of the registration. The following screen will be presented if you choose this option:



You will be given a link (different than shown in this demo) to save your registration.

After you filled out the details for Participant 01 and selected the Fee Options you will be given the option to add another participant: Choose Yes Button and Click on Next page in the bottom left corner.



Checkbox (01) *

- \$395.00 Conference Fee (2 days, including breakfasts and lunches)
- \$125.00 Workshop A (Half a day, morning session)
- \$125.00 Workshop B (Half a day, afternoon session)
- \$175.00 Workshop C (full day)
- \$10.00 Musical/Play: My Mother's Story and Other Influential Women in My Life

Please select one or more items from the list above.

Register Another Participant *

Yes
 No

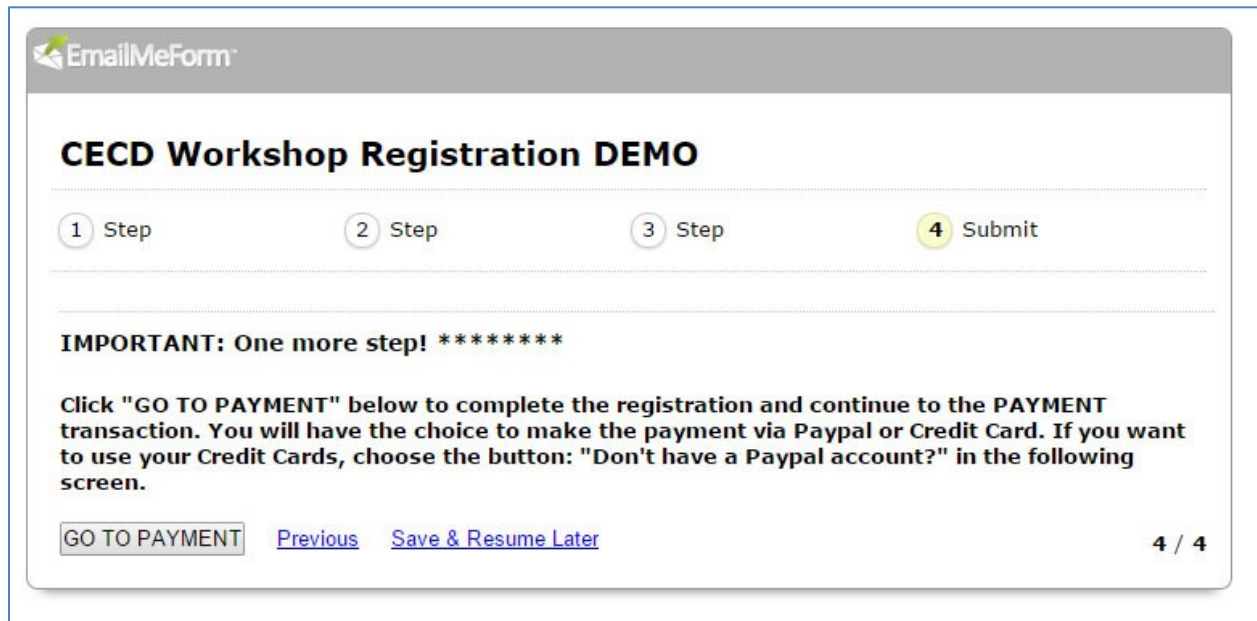
[Save & Resume Later](#)

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Again, fill out all required fields and proceed to the "NEXT Page" button.

You can register up to 3 participants, when doing the 3rd one, the option to add another participant will not be given anymore.

Finally, you will see this screen:



EmailMeForm

CECD Workshop Registration DEMO

1 Step 2 Step 3 Step 4 Submit

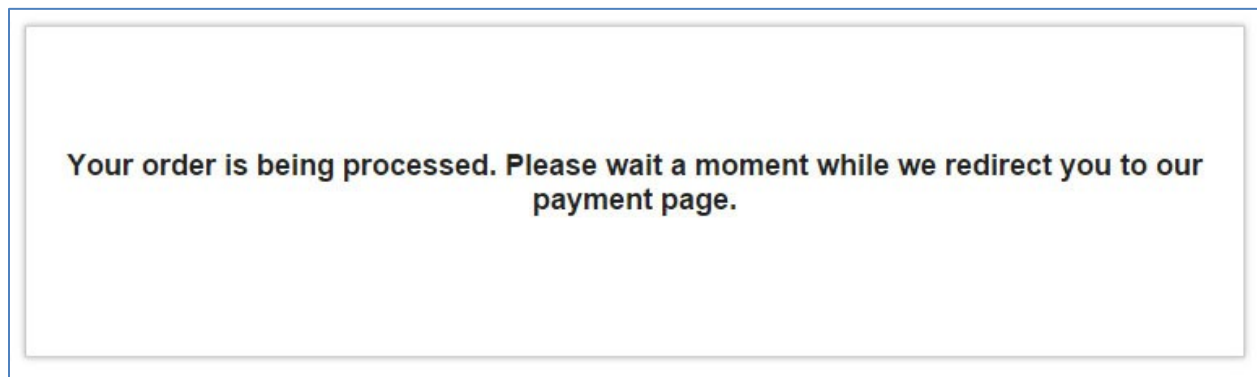
IMPORTANT: One more step! *****

Click "GO TO PAYMENT" below to complete the registration and continue to the PAYMENT transaction. You will have the choice to make the payment via Paypal or Credit Card. If you want to use your Credit Cards, choose the button: "Don't have a Paypal account?" in the following screen.

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To complete the registration it is **IMPORTANT** to click the "GO TO PAYMENT" button, otherwise, your registration is incomplete.

For a few seconds you will see this screen while the system is switching to the PayPal website and where payment via PayPal or Credit Card will be accepted.



Your order is being processed. Please wait a moment while we redirect you to our payment page.

The next screen is presented by PayPal and looks similar to this:

Your order summary

Descriptions	Amount
\$60.00 Registration Fee Item price: \$60.00 Quantity: 1	\$60.00
Item total	\$60.00
Total \$60.00 CAD	

PayPal Purchase Protection
on eligible purchases | [See details](#)
Shop around the world with confidence

Choose a way to pay

▶ Pay with my PayPal account



Log in to your account to complete the purchase

Email

PayPal password

This is a private computer. [What's this?](#)

[Log In](#)

[Forgot email or password?](#)

▶ Don't have a PayPal account?

(Optional) Join PayPal for faster future checkout

[Site Feedback](#) |

PayPal. The safer, easier way to pay. For more information, read our [User Agreement](#) and [Privacy Policy](#).

NOTE: Here you can choose between clicking on your PayPal account and clicking on "Don't have a PayPal account?"

If you click on this “Don’t have PayPal account?” the Credit Card page will open

The Society for the Arts in Dementia Care English ▾

Your order summary

Descriptions	Amount
\$60.00 Registration Fee <small>Item price: \$60.00 Quantity: 1</small>	\$60.00
Item total	\$60.00
Total \$60.00 CAD	

Choose a way to pay

▶ **Pay with my PayPal account** **PayPal**

Log in to your account to complete the purchase

▶ **Pay with a debit or credit card**
(Optional) Join PayPal for faster future checkout

Country United States ▾

Card number

Payment types

Expiration date mm / yy
 /

CSC
What is this?

Billing information

First name

Last name

Address line 1

Address line 2 (optional)

City/State ▾

ZIP code

Shipping address Same as billing address

Contact information

Phone type Home ▾
Why is this needed?

Phone number 555-555-1234

Email

Note to seller [Add](#)

Click Pay to complete your purchase. Please review your information to make sure that it is correct.

Pay

Payments processed by **PayPal**

[Site Feedback](#)
PayPal. The safer, easier way to pay. For more information, read our [User Agreement](#) and [Privacy Policy](#).

Fill in your information and click the PAY button at the bottom of the page. You will receive a confirmation of the registration via e-mail.