

ANNUAL SYMPOSIUM

THE UNIVERSITY OF
ALABAMA | Division of
Student Life
Blackburn Institute

Registration Instructions

- 1) At the top of the page, click log in/register, then click general public:

The screenshot shows the top navigation bar with a "Log In / Register" dropdown menu. The "General Public" option is circled in red. Below the navigation bar, there is a banner for the "2021 Blackburn Annual Symposium: AB, Fellows, and Guests" with a calendar icon and a date of August 27. The event details include the location (Ferguson Student Center) and the dates (Friday, Aug 27, 2021 at 11:00 AM (CT) to Saturday, Aug 28, 2021 at 6:30 PM (CT)). The theme is "The Next Normal: Dynamic Leadership in Changing Times." The ticket options section shows a table with columns for Ticket Types, Price, and Quantity. The "Faculty/Staff" ticket type is listed with a price of \$25.00 and a quantity of 0. The "Late Registration" section indicates that ticket sales begin on 8/1/2021 at 12:00 AM (CT). A "Select Seats" button is visible at the bottom of the ticket options section.

- 2) Click register, fill in the info, and make up your own password:


The screenshot shows the "General Public" registration form. It has two tabs: "Log In" and "Register". The "Register" tab is selected. A blue box contains the text: "Registration is required so we can send your receipt and notify you of any changes to your events." Below this are three input fields: "Email", "Confirm Email", and "Password". There is a "Receive email updates for upcoming events?" section with "Yes" and "No" radio buttons. A red "Register as General Public" button is at the bottom. A link for "Students / Faculty / Staff? Click here." is at the bottom left.

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Registration Instructions (Continued)

3) Then fill in all the info for the profile page:

 Create Your Profile

All fields required unless otherwise indicated.

Customer Information

[Change Password](#)

Receive email updates for upcoming events?

Opt in for text message notifications

Billing

4) Select your number of seats:

Ticket Options

Registration

Ticket Types	Price	Quantity
General Public	\$25.00	1 <input type="button" value="v"/>

Late Registration

Ticket sales begin on 8/1/2021 at 12:00 AM (CT)

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Registration Instructions (Continued)

- 5) Finally, make sure you answer all of the questions on this page and then check out!

CHECKOUT [+ Add More to Cart](#)

Cart [Empty Cart](#)

2021 Blackburn Annual Symposium: AB, Fellows, and Guests 8/27/21 11:00 AM CT

Ticket Option	Ticket Type	Seat Location	Price
Registration	General Public x 1	General Admission	\$25.00
Delivery Method			\$0.00
E-Ticket (No Charge)			
Coupon Code - Optional			
	<input type="text"/>		<input type="button" value="Apply"/>
Total			\$25.00