



ODE WORKSHOP SIGNUP INSTRUCTIONS

1. Click "Register Here" button (green) on top right of home page.
2. Choose "Continue As Guest."
3. Pick how many people you are registering in the appropriate age group.
4. Click on the green "Register Here" button (bottom right).
5. Fill out Registration Contact info.
6. Press "Update Information" for each person.
7. Type in their first and last names.
8. Click "Select Classes" button.
9. Choose workshops from "Available Classes."
10. Scroll to see all choices.
11. Click a workshop to select it.
12. Click a workshop under "Classes" to remove it.

NOTE: it is highly recommended that each person signs up for no more than 2 workshops. There will be many, many other booths, exhibits, and activities to choose from during the day other than the workshops
13. Click "Done" when finished picking workshops.
14. Repeat steps 6-13 for each person.
15. Press green "Continue" button when done.
16. Review summary and click "Check Out" (green button, bottom right).
17. See "Registration Booked" confirmation. If you don't see "Registration Booked" message, it means that your registration was not recorded.
18. Check your email for the confirmation message and to print your schedule.
19. To change your registration, click on the link in the confirmation message.