



SECO 100 VOLUNTEER REGISTRATION INSTRUCTIONS

We are pleased to announce that the SECO 100 registration site is now open and you can register at the link below:

<https://attendseco.com/in-person-registration/>

The instructions to register are EASY...see below for step-by-step instructions and promo code.

1. Choose **Start New Registration**

Welcome to the SECO 100 Online Registration Dashboard!

Your registration login information is stored in our database. You must create a new unique username and password for this year's meeting. If you have not yet registered for SECO 2023, please click on the "Start New Registration" button. If you have already registered for the meeting, enter your email address and password in the "Log In" section.

Start New Registration

Please note: Timer at the top of the page indicates your remaining time to complete registration on page before timing out. Please keep this in mind as you start your registration.

We require all attendees to register annually for SECO. Registrations from past shows do not carry forward. Please register for 2023.

Required and must be completed to access your registration.

Please provide a unique email address to ensure you have access to your existing registration in the future to review and make edits.

First Name

Last Name

Store/Company

Email Address

Promotional Code
If you received a promotional code, please enter below.

Promotional Code

Log In

Need to Change/View a Registration?
Please enter your Email Address and Password, and then click [LOG IN].

Email Address
csimmons

Password

LOG IN

Can't access your account? [Click Here](#)

Lookup Previous Registration

Yes, I attended the show in 2022 and provided a unique email address.

Email

SEND LINK TO MY EMAIL



2. Enter your registration information and provide your promotional code, **INTL23** and then click START A NEW REGISTRATION

Proceed to the following page to enter your complete **Registration information** (including address, professional classification, membership information, and ConnectME Dashboard information. (Your email address and password will be used to access this record in the future).

3. Select your registration category (click on circle): **Congress Package** – Rate will automatically populate to \$0.00 with the promo code entered in step #2 - **DO NOT REGISTER FOR THE BUILD A PACKAGE OPTIONS.**

4. Proceed to the following page and complete the **Demographic information.**

*** NEW - There will be questions asked in this step regarding adding our featured sessions to your schedule at no charge. Those sessions are as follows:**

OD – Featured Keynote Session on Thursday, March 2, 4:30pm – 6:30pm (course 61)

AHP – Featured Keynote Session on Thursday, March 2, 4:30pm – 6:30pm (course 61) and Featured Session, “Building Common Ground, One Interaction at a Time” on Friday, March 3, 4:30pm – 6:30pm (course 711)

5. Proceed to the following page and **select your sessions.** You can search for courses based on the speaker, title, topic, or accreditation category using the “Search” section on the left side of the page. All courses require pre-registration. To add a course to your registration, simply click on the checkbox corresponding to the session you would like to add. You may also click on “course title” to view the session details. Only those courses pertaining to your registration type (in-person vs. virtual) will show up in your dashboard for selection.

***If you try to select another course that conflicts with the selected course, you will see the following icon**





6. **Invite a Colleague – Optional:** Use this page to invite your colleagues to SECO 100 with your own custom message and remind them of both the in-person and virtual registration options available to them.
7. Proceed to the following page and **review your information** carefully. If you wish to bring a guest, please click the **Add Guest/Spouse/Child** button at the bottom of the page (Guest rate is \$75). Please remember, your registration is NOT complete yet - review, make any necessary edits, and hit the **Finish** button to complete your SECO 100 registration!

Shopping Cart

| Name | Registration Type | Amount of Registration |
|---------------|-------------------|------------------------|
| RYLAN SIMMONS | Doctor | \$0.00 |

Review Information

New for this year only. Inability to Attend Insurance is included with your SECO 2022 registration. You will receive a refund of your registration fee paid to SECO if you are unable to attend due to a reason covered under the policy. [Click here](#) for details on the policy coverage.

⚠️ Your registration is NOT complete. Please click [FINISH] to complete it. ⚠️

Please review your information below. If it's correct, click Finish. If you need to make a change(s), click Edit Information. Once your change is made, re-submit and your information will be updated.

Registration Information EDIT INFORMATION

| Registration Information | Registration Information | SAMPLE BADGE |
|---------------------------|---|---|
| Demographic Information | RYLAN SIMMONS / TEST MANAGER csimm0109@yahoo.com | RYLAN SIMMONS TEST MANAGER TESTING DACULA GA |
| Session/Event Information | TESTING | |
| Payment Information | 123 TEST LANE DACULA, GA 30019 UNITED STATES M: (470) 3265704 | |

Would you like to add a Guest, Spouse, or Child?

Guest/Spouse Registrations include:

- Access to the Exhibit Hall, Welcome Reception, and Saturday Night Party

Child Registrations include:

- Access to the Exhibit Hall, Welcome Reception, and Saturday Night Party

ADD ANOTHER **ADD GUEST/SPOUSE/CHILD** **FINISH**

8. Select **Finish** and proceed to the payment page.
9. When completed, you will see a **registration confirmation** message.



There will not be any shuttle bus services offered at SECO 100. We recommend staying at one of the hotels within walking distance of the Congress Center. Please visit <https://attendseco.com/housing/> for hotel information.

Please let me know if you have any questions or encounter any problems.

Kind Regards,
Cheryl Simmons