

# Innovation Challenge Participation/Registration Steps

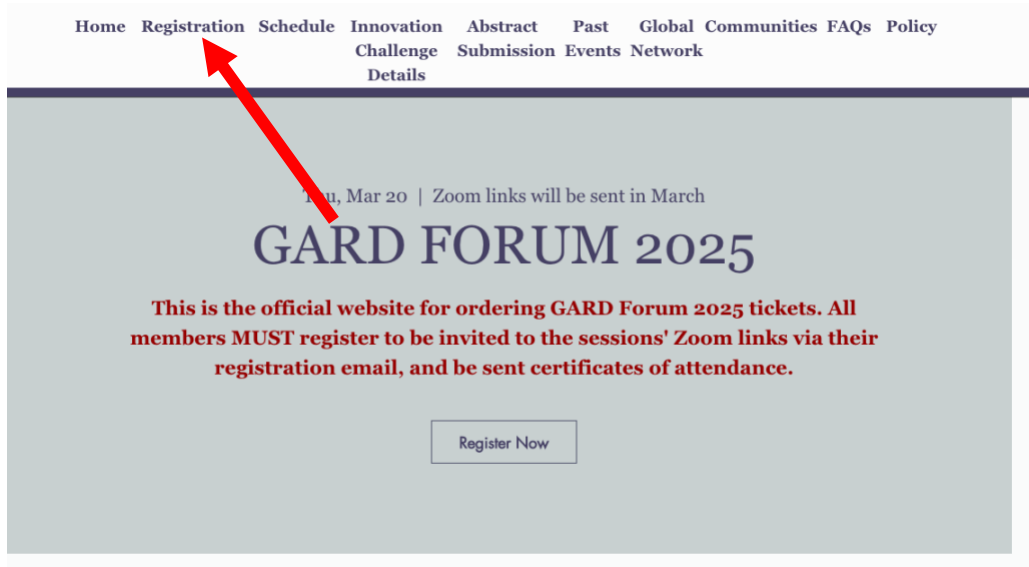
## Step 1:

Create and log into an account on the right-hand side of the website first. See below:



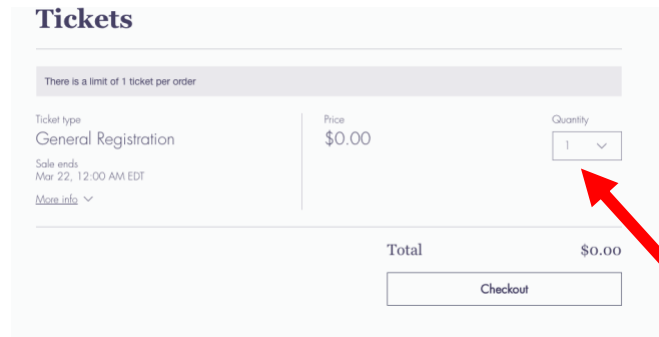
## Step 2:

Press the "Registration" tab. It should look like this:



## Step 3:

Press "Register Now". When it takes you to the ticket checkout section, choose Quantity "1", and press checkout. It should look like this:



**Step 4:**

Fill the form and add your details. See below:

The screenshot shows a registration form with the following elements:

- Header:** A checkmark icon followed by the text "Add your details" and an "Edit" link.
- Time Remaining:** A box in the top right corner displays "Time remaining: 29:49".
- User Information:** The name "Evangelyn Alocilja" and email "support@gardforum.com" are listed.
- Event Details:** A box titled "GARD FORUM 2025" contains the dates "Mar 20, 2025, 8:00 AM EDT – Mar 22, 2025, 5:00 PM EDT" and the note "Zoom links will be sent in March".
- Ticket Details:** A section titled "2. Tickets Details" shows "Ticket #1 - General Registration". Below it is a checkbox labeled "Same as buyer details".
- Summary Table:** A table on the right side of the ticket details section:

General Registration	\$0.00
Qty: 1	
<b>Total</b>	<b>\$0.00</b>
- Form Fields:** At the bottom, there are two input fields labeled "\*First name" and "\*Last name".

**Step 5:**

In this ticket section, please make sure to choose innovation challenge as one of the events you'd like to attend to. This is the final step. We will follow-up with you afterwards. Thank you!

The screenshot shows a selection screen with the following elements:

- Header:** The text "\*Which Event(s) Would Like to Register For? (You will be sent the appropriate Zoom links and/or Instructions if registering for the Innovation Challenge)".
- Options:** A list of four options, each with an unchecked checkbox:
  - The Innovation Challenge
  - Technical Sessions
  - Short Courses
  - The Discussion Forum
- Annotation:** A red arrow points to the "The Innovation Challenge" option.