

## Registering Others for the ANCOR Connect

- 1) Make sure you have an ANCOR account.
  - To set one up, go to <https://Login.ancor.org> and click **No account? Create one!**
  - If you already have an account and need to reset your password, enter the email address associated with your ANCOR account, press **Continue**, then hit the **Forgot Password?** button. Check your inbox (even your Spam folder) for a link to reset it. If you don't receive an email within an hour, contact [ancor@ancor.org](mailto:ancor@ancor.org) for assistance.
  - If you are an ANCOR member, **you may need to wait 2 business days** after creating a new account before you see the member rate on our ANCOR Connect registration website.
- 2) Use your ANCOR login credentials to sign onto the [ANCOR Connect registration website](#)



- 3) To register your colleagues for the ANCOR Connect, select **I want to Attend**.
- 4) Select your desired product by clicking **View Product**. If you are an ANCOR member, the rate should be reduced after pressing **View Product** (unless you just created a new account, in which case wait 2 days). It may be the case that the people you wish to register already have the member rate, so if you are not attending but need to register others, continue with next steps to see if their member rate appears.

Full Conference **View Product**

**\$1,329** 4/8/2024 - 4/10/2024

This registration includes access to the full conference (April 8-10): plenary sessions, break-out sessions, built-in networking breaks, and our motivational DSP of the Year Awards Breakfast & Award Ceremony on April 10. Join us for the best ANCOR conference yet! Please log in and then click on "View Product" to receive the correct rate for your membership status.

*Please note that only the Full Conference and Single Day rates are discounted for ANCOR members.*

Event Details

**Full Conference**

~~\$1,329.00~~ **\$965.00** 4/8/2024 - 4/10/2024

- 5) You may add yourself as a participant or select the **Add a Colleague** tab to register others.

Enter Participant for Full Conference

Please fill in the information below for a fast and secure checkout!

Participants **Add a Colleague**

6) Search for your colleague(s) by their email address. If they have an ANCOR account, their name will populate. **If not, they will need to set up their ANCOR accounts before they can be registered (see step 1).** If they are in our system, select their name to continue.

7) You will need to answer the following questions on behalf of the person you are registering. Once complete, click **Add to Cart**. If this person's rate is not the correct member rate, contact [conferences@ancor.org](mailto:conferences@ancor.org) for support.

**Choose registrant for this item:**

[Redacted Name]

Select

**Please use the space below to let us know about any accommodations we can provide to support your full participation in the event.**

\* Do you use a wheelchair or other mobility device?

Yes  
 No  
 Other

\* What dietary restrictions do you have?

(Choose One) ▾

\* Which of the following best describes your role in your organization?

(Choose One) ▾

Is your organization located in New Mexico?

Yes  
 No

We know there is overlap with Ramadan, please let us know if you are celebrating so we can help you break your fast.

Yes, I am celebrating Ramadan  
 No, I am not celebrating Ramadan

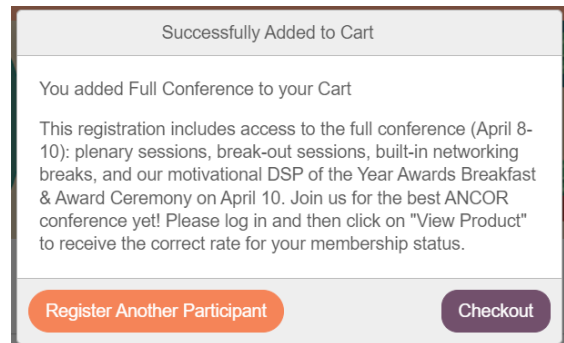
How young are you?

(Choose One) ▾

8) You may then add a donation to the [ANCOR Foundation](#) or press **Continue**.

9) A pop-up window will appear (see image to the right). Select **Register Another Participant** if you want to register others or **Checkout** to proceed to cart.

10) If registering others, repeat steps 6-9.



11) When you have finished adding everyone, proceed to checkout to pay. You and every person you registered should receive confirmation emails. Contact [conferences@ancor.org](mailto:conferences@ancor.org) if you have any questions!