# **Vegam - Registration Portal**

## How to use this portal?

# Login / Register

- 1. As the first step, you need to register your school/Individual for the Vegam event by clicking the **Login/Register** link above the Picture slides.
- 2. The **Registration** page is displayed.
- 3. On this page, you need to select **School or Individual** tab.

#### For School:

- 1. Click 'School Registration' button.
- 2. You will be taken to School registration page, where you enter school details and **submit**. Then login page will be automatically opened.
- 3. Now you need to register your students.
- 4. To do this, in Login section, select your school name and enter your password.
- 5. Next, click the Login button.
- 6. The Student Registration page is displayed.
- 7. On this page, you need to enter the details of your students who are planning to attend the event and then click **Save**
- 8. In case you forget the password, click the **Forgot Password** button.
- Enter your e-mail address that you used during the registration process, and then click the Reset button.
- 10. The password reset link is sent to your e-mail ID.
- 11. Click the link and then rest your password.

#### For Individual:

- 1. Click on Individual Tab.
- 2. You can directly fill ur details.
- 3. Only after the disability details are entered and confirmed, the events list will be shown.
- 4. After which, u cant change the disability type, level.
- 5. Then select the event and click Submit.

### School Registration page

To register your school for the Vegam event, enter the required details in each field on the **School Registration** page. After entering information in each field, click the **Register button**.

### Student Registration page

To register your students for the Vegam event, enter information about each student in the **Student Registration** page.

The options available in the Disability field are MR, MD, HI, VI.

- MR Mentally Retarded
- MD Multiple Disability
- HI Hearing Impaired
- VI Visually Impaired

In the **D.Level field**, select the extent of disability.

The events are displayed based on the information you select in the previous fields. Each student needs to participate in atmost two events. After entering the details for the students, click **Save**.

## **Need Help?**

For registration related enquiry, call us @ 9543218330

# **EVENT TIMINGS**

[To be updated 1 week before the event]