

Guide

A blurred background image showing a group of diverse people, mostly young adults, smiling and looking towards the camera. They appear to be in a social or professional gathering.

Supercharge your Eventbrite™ & Meetup™ Events

Receive **Office 365, Event Sponsorship and Event Promotion**
on the MSDN Events Calendar.

Meetup's Eligibility

What the meetup needs to be eligible?

Part of reviewing eligibility of a Community in the MSTC Program is to look at their online presence. Two ways to do this is to look at their upcoming events, and to look at interaction among the group.

-  List of events
-  Interaction between the user group and members
-  Have more than 50 members

Step By Step

1) Register your Community



Access: <https://www.technicalcommunity.com/connect/>

You can connect using:

Meetup.com

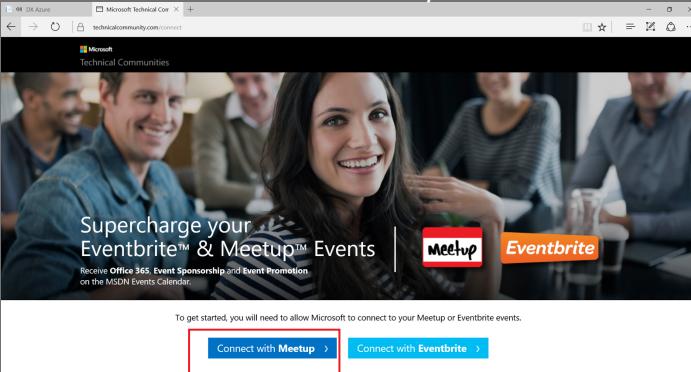
or

Eventbrite.com.br

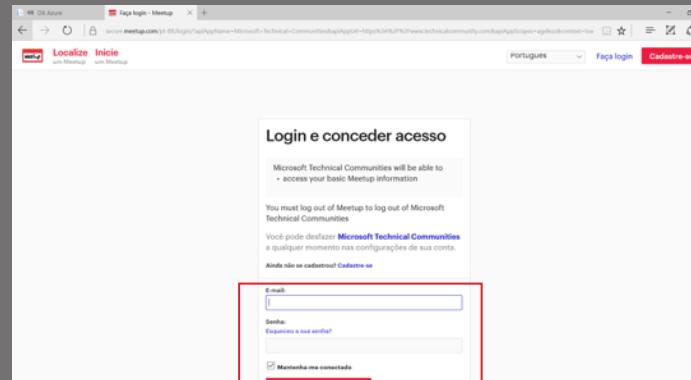
Connecting with

1) Access: <https://www.technicalcommunity.com/connect/>

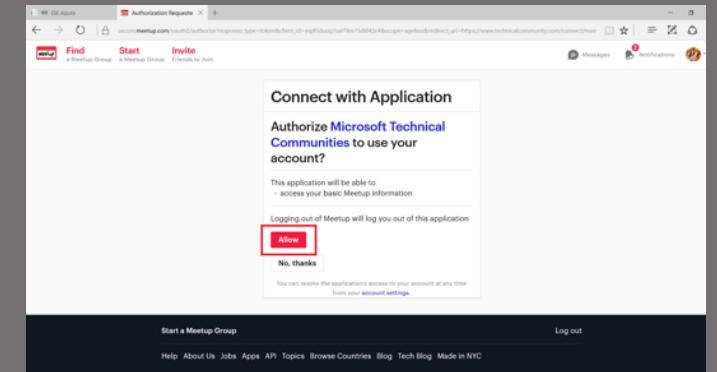
2) Click on *Connect with Meetup*



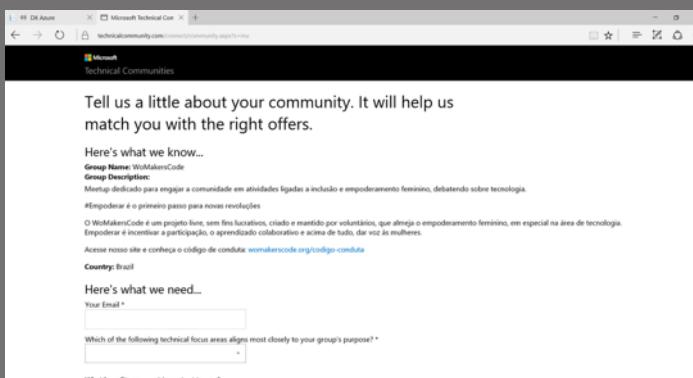
3) *Login* with your password and e-mail of meetup.com



4) Click on *Allow*

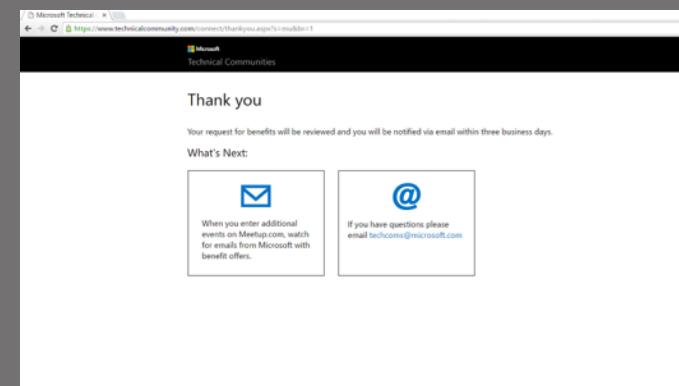


5) Fill all the information about your community



The form asks for group details, a description, and a purpose statement. It also includes fields for email, technical focus areas, and what benefits are important.

6) You will receive an e-mail confirmation (stay tuned on your SPAM box)



Approval of the community

----- Forwarded message -----

From: <admin@technicalcommunity.com>

Date: Mon, Jun 20, 2016 at 2:09 PM

Subject: Microsoft Technical Communities - Community Approved

To: "saopaulo@pyladies.com" saopaulo@pyladies.com

Hi from MSTC!

Welcome to Microsoft Technical Communities!

Your Community has been approved! As the Community Leader, you now have access to all the resources on the MSTC site.

Are you planning a community event or meeting in the next months? Then you should create it in MSTC!

Take a look at our top three reasons to post your event in MSTC today!

1. Your event will be posted on the Microsoft Developer Network site which receives millions of views per month.

2. By submitting your event you become eligible to receive event sponsorship.

3. Local Microsoft resources will see your event and may offer additional support resources.

Take a look at the FAQ to learn more about all the benefits available to you.

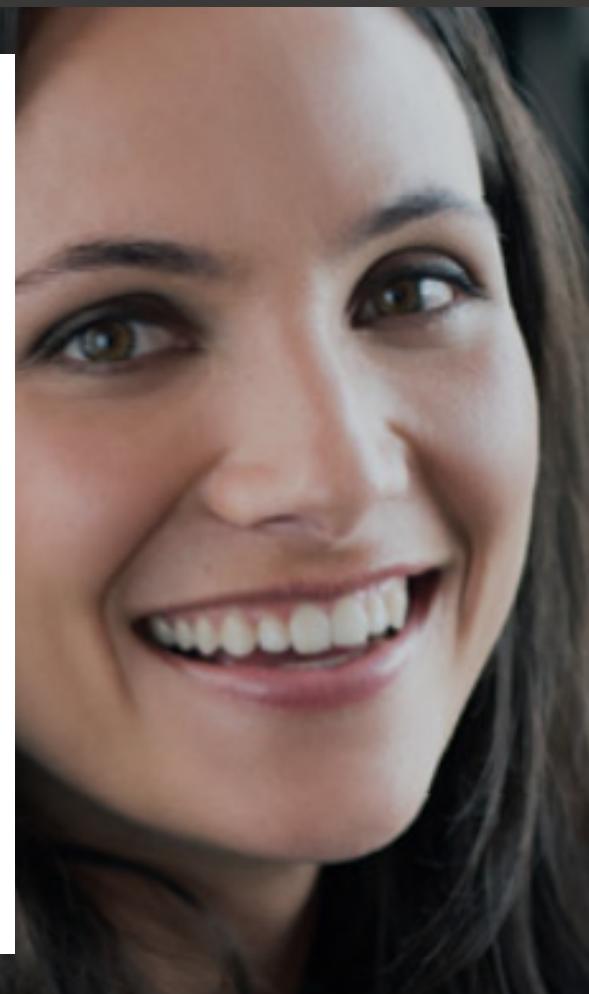
Thanks,

MSTC Team

techcoms@microsoft.com

Wait for the e-mail confirmation.

Obs: always check your SPAM box.



Step By Step

2) Register your Event

Access: <https://www.technicalcommunity.com/connect/>

You can connect using:

Meetup.com

or

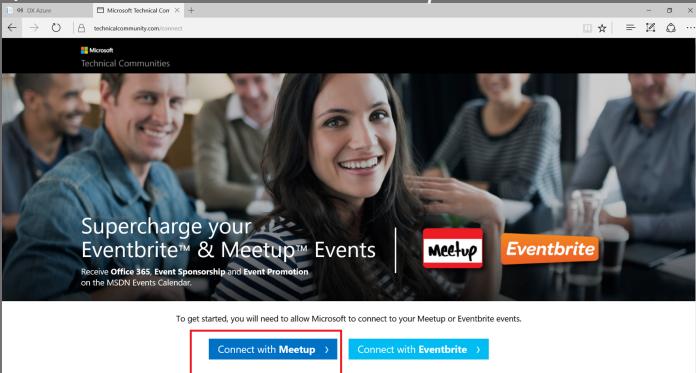
Eventbrite.com.br

Connect your event with

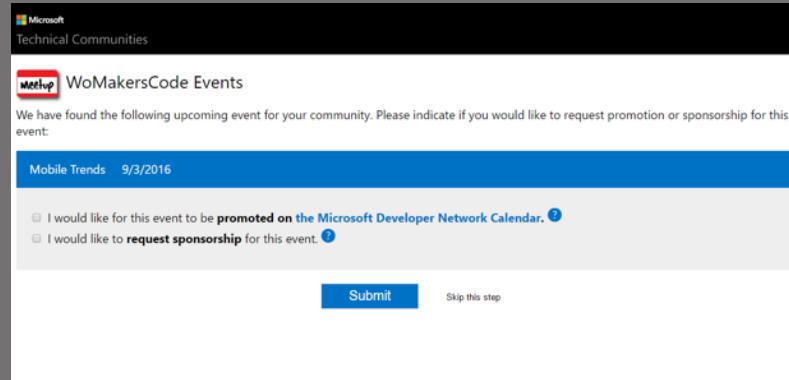


1) Access: <https://www.technicalcommunity.com/connect/>

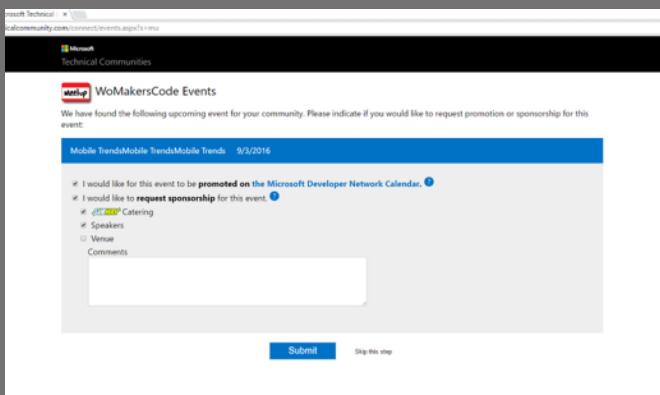
2) Click on *Connect with Meetup*



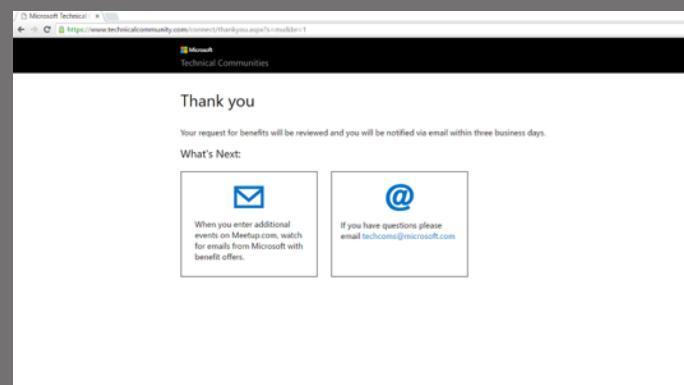
3) Click in the boxes if you want your event to be promoted and if you want the sponsorship. After that, click on *Submit*



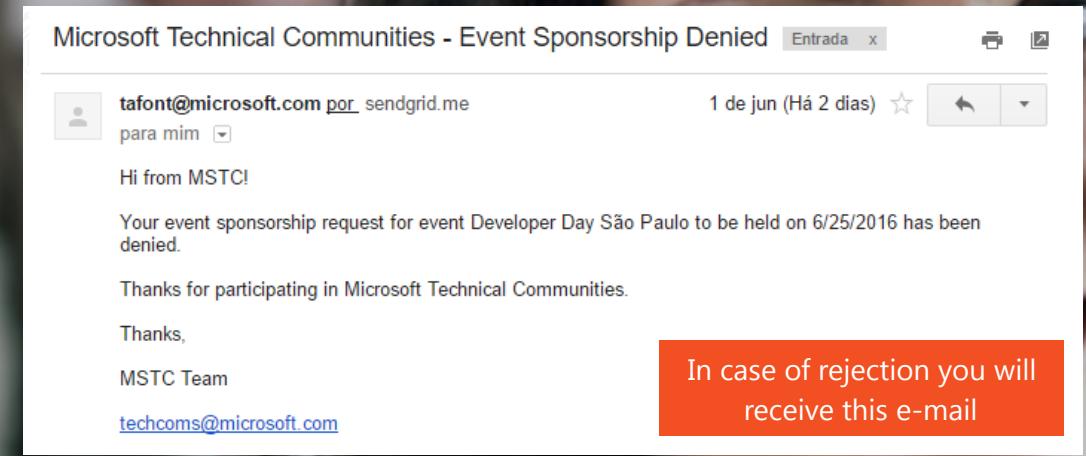
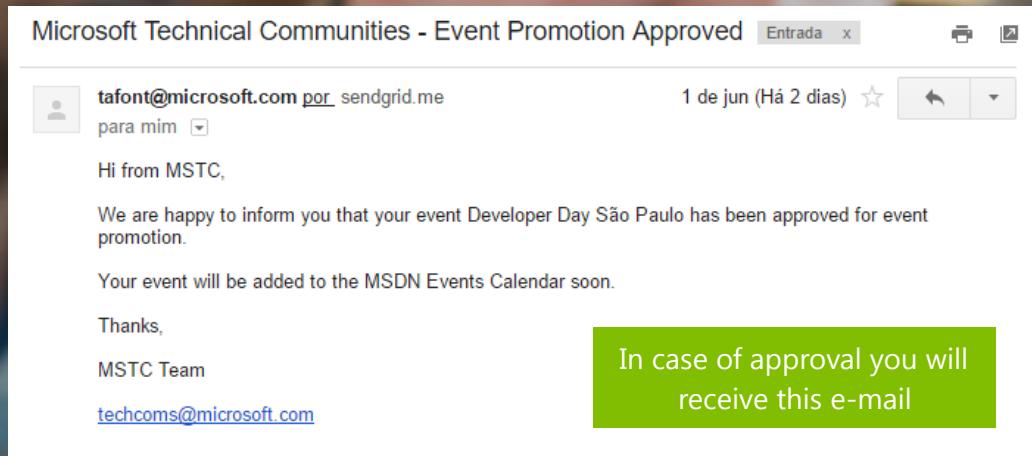
4) Select the benefits



5) You will receive an e-mail confirmation (stay tuned on your SPAM box)

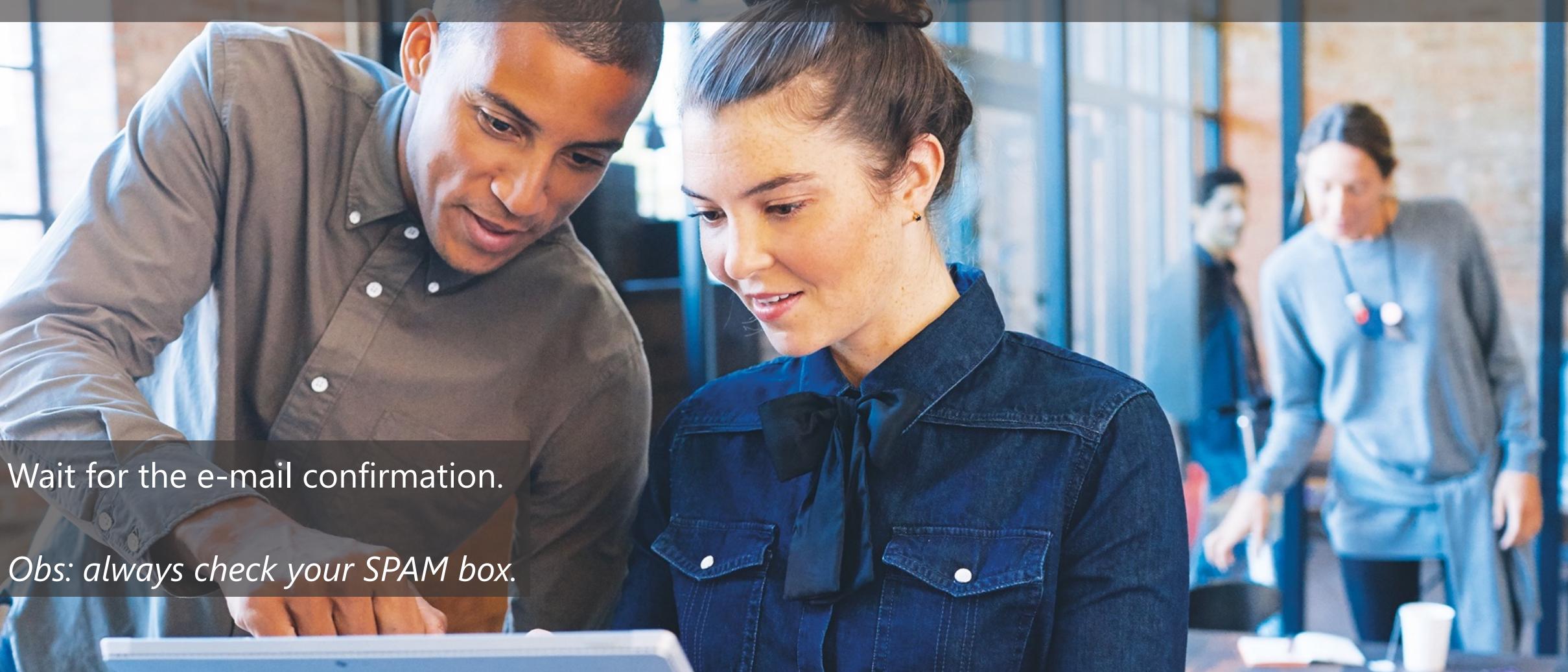


Approval or Rejection of the Event



Wait for the e-mail confirmation.
Obs: always check your SPAM box.

How to request the benefits?



Wait for the e-mail confirmation.

Obs: always check your SPAM box.



Benefits

Congratulations! Microsoft has approved your event for the following sponsorship request(s):

- * Subway Catering
- * Speakers

You may complete your Subway request by submitting the order

form: <https://www.technicalcommunity.com/SubwayOrderForm.aspx?id=c0d0b969-c177-4faa-b40a-6bb35b521f7a>.

To fulfill your speaker request [ADDITIONAL INSTRUCTIONS]

In case of APPROVAL of all the benefits, you will receive the e-mail above. Click in the link inside the red box to request the subway.
Fill all the required information about the event on the Subway Order Form.

Microsoft Technical Communities Sign In About the Program FAQ Contact Us

Spread the word and the mayo.

Microsoft SUBWAY

Subway Order Form

Community Group Name *	Delivery Address *	Number of Attendees *
Event Contact Name *	Delivery Address 2	# of Turkey Sandwiches
Event Contact Email *	City *	# of Ham Sandwiches
Event Date *	Country	# of Veggie Delight Sandwiches
Delivery Time *	State/Province *	Zip/Postal Code *
Special Instructions		

Submit Cancel