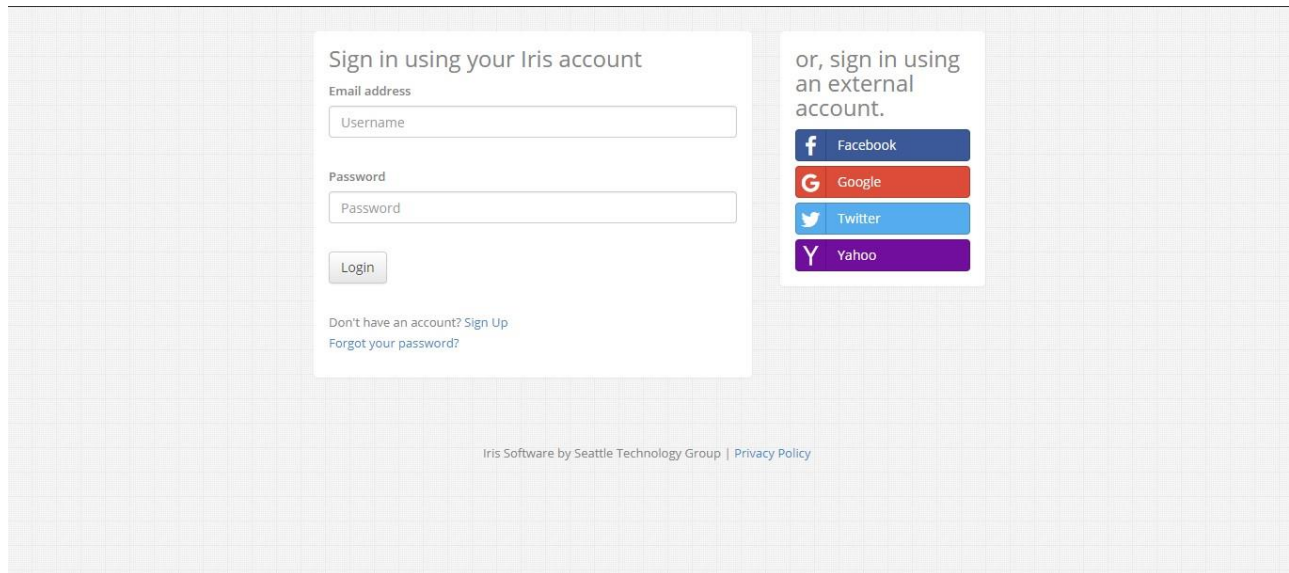# How to Create an Iris Registration Account

In order to register for a conference using the Iris Registration software, you must create an account. This allows you to log back in and view or update the information you have previously entered. The only information needed to create an account is an email address and password of your choosing.

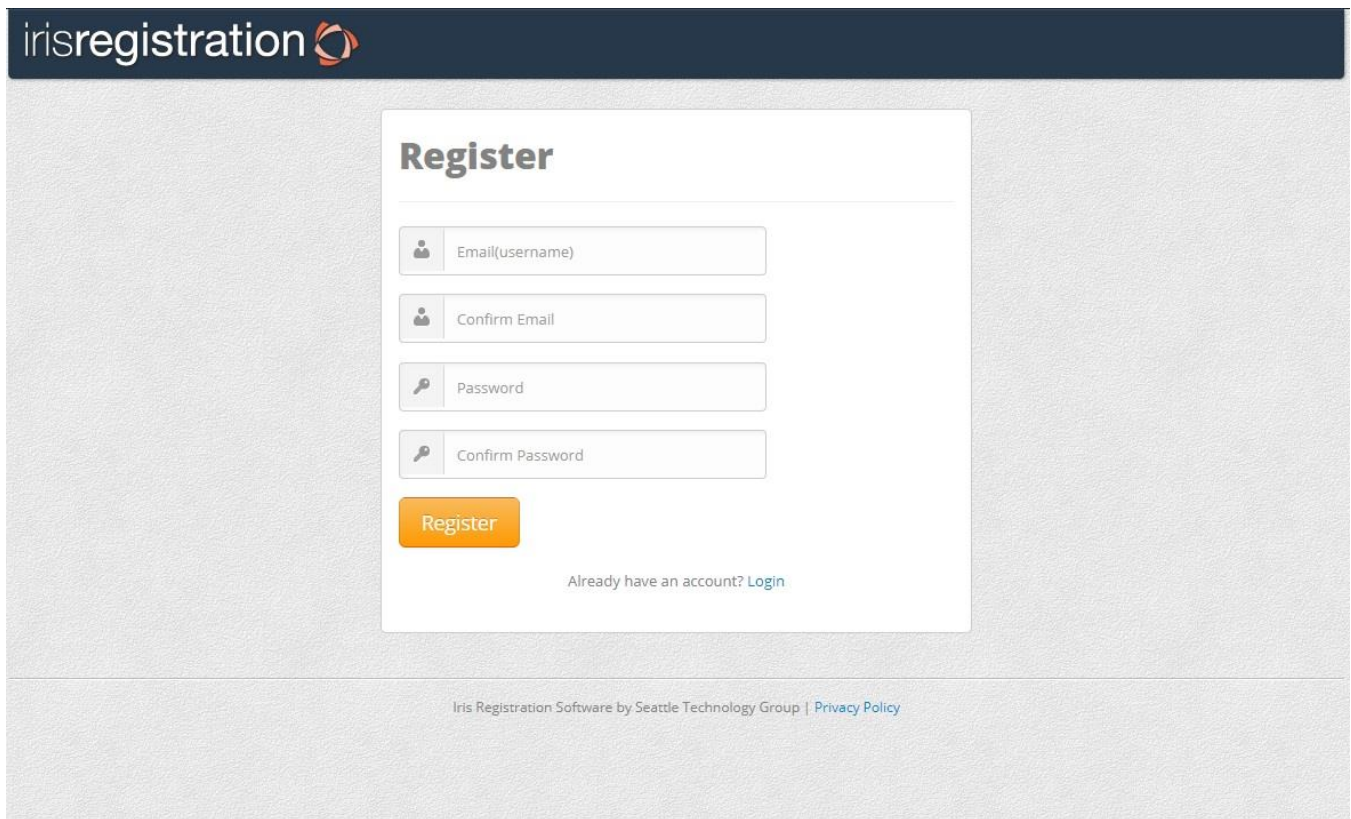Upon selecting the registration link, you will be directed to the Iris Registration login screen

If you have not previously created an account, select "Sign Up" underneath the Login button. Please **do not** create a login using the external account options.

Upon selecting the "Sign Up" button, you will be directed to a new page to enter your account information:

On this page, you need to enter your full email address as well as a password of your choosing. **Please note**, the email address that is used to create an account will be the email address that all registration confirmations will be sent to. Make sure to record this information in a safe place incase you need to log back in to your account and update your registration information. After entering in your account information, select the "Register" button to complete the sign up process.