**Step 1: Select the registration link (**[**https://events.teams.microsoft.com/event/09258a8c-645b-4c98-8f3a-2779acbe8a72@e7942974-9738-4a4a-b646-2ab90f79db0f**](https://events.teams.microsoft.com/event/09258a8c-645b-4c98-8f3a-2779acbe8a72@e7942974-9738-4a4a-b646-2ab90f79db0f)**) and hit register on the site:**

A screenshot of a computer

Description automatically generated

**Step 2: Enter your First Name, Last Name, and email address (optional to also add your organization name in parentheses alongside your name):**

A screenshot of a web page

Description automatically generated

**Step 3: You will receive an email confirmation containing the link to join the event, as seen below.**

A screenshot of a cell phone

Description automatically generated

**Step 4: After pressing on the link in your email you will be prompted to join either via the Microsoft Teams application or online website. Select “Continue on this browser” if you do not wish to install the application.**

