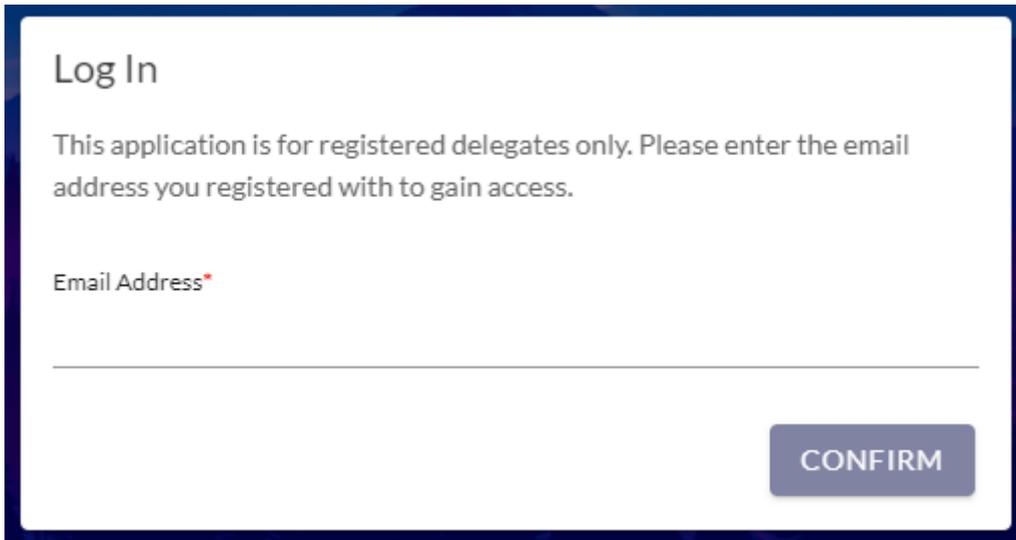


# Email & Password Login

## How to Log In

Step 1: Enter your email address



The screenshot shows a login form with a dark blue border. At the top left, it says "Log In". Below that is a message: "This application is for registered delegates only. Please enter the email address you registered with to gain access." Underneath is a label "Email Address\*" followed by a horizontal input line. In the bottom right corner, there is a grey button with the text "CONFIRM" in white capital letters.

N.B If this is your first time using our platform to access an event, then upon your first login you will then be presented with a mini reg form after entering your email

Step 2: Fill out your details and create a password

# Register

Email Address\*

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First Name\*

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Last Name\*

---

## Set your password

Your password must be 8 characters or more and contain at least 1 upper case, 1 lower case, 1 numeric, and 1 special character

Password\*



---

Confirm Password\*



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CANCEL

REGISTER

Once you have set your password you will be logged in. Then for each subsequent login you will be taken straight to step 3

Step 3: Enter your password

Welcome

Email Address\*

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Password\*

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[Reset Password](#)

**CANCEL** **LOGIN**

You will then be logged into the platform.

N.B If at any point you forget your password, you can select the 'reset password' option which will send a link to your registered email address, allowing you to reset.

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