NORSMA11
Nordic Research Network on Special Needs Education in Mathematics

Registration guide

Registration is through the online registration system and is a 9-step process. Find the guidelines for registrations below.

To start the registration process, you need to create an account. The system will recognize your email if an account already exists in the system. You can reset your password if you have forgotten it.

> Do not use fake email accounts as important information, QR code vouchers for name badges etc. will be sent to the email address of each participant.

> Do not create accounts for other persons using your email address. You can log in with your account and then register up to 5 participants within 1 order for the conference, using their own email address and details.

REGISTER HERE

We recommend using Firefox or Google Chrome as the registration system works better in these browsers.

Once you are at the front page, click "Create Account" and follow the below guidelines.

1. Choose to register yourself (it is possible to add more registrations later)
2. Fill in the required fields and confirm your account via the email that is sent to the email you used for the account (remember to check your SPAM filter)
3. After you have confirmed your email, log in and start your registration.
4. Click the button "Individual Registration" and read the terms of use and tick off the box and click accept
5. Fill in the required fields to complete your profile and click save
6. Click on "click here to register yourself" and <u>select your participant type,(in the drop down menu there is an option called "Teachers day ONLY" which is not a full conference ticket, but only for the teachers day</u>) and go through the following steps
7. You will now be able to register further participants if needed or proceed to finalize your registration
8. When payment step is completed, you will see a summary of your registration(s). Confirm your registration by clicking the "Finish registration" button.
9. Confirmation of the registration process will create an automated email confirmation.
   Please check your SPAM filter if you do not receive it in your regular inbox