

Individual Event Registration

18 Steps [View most recent version](#) 

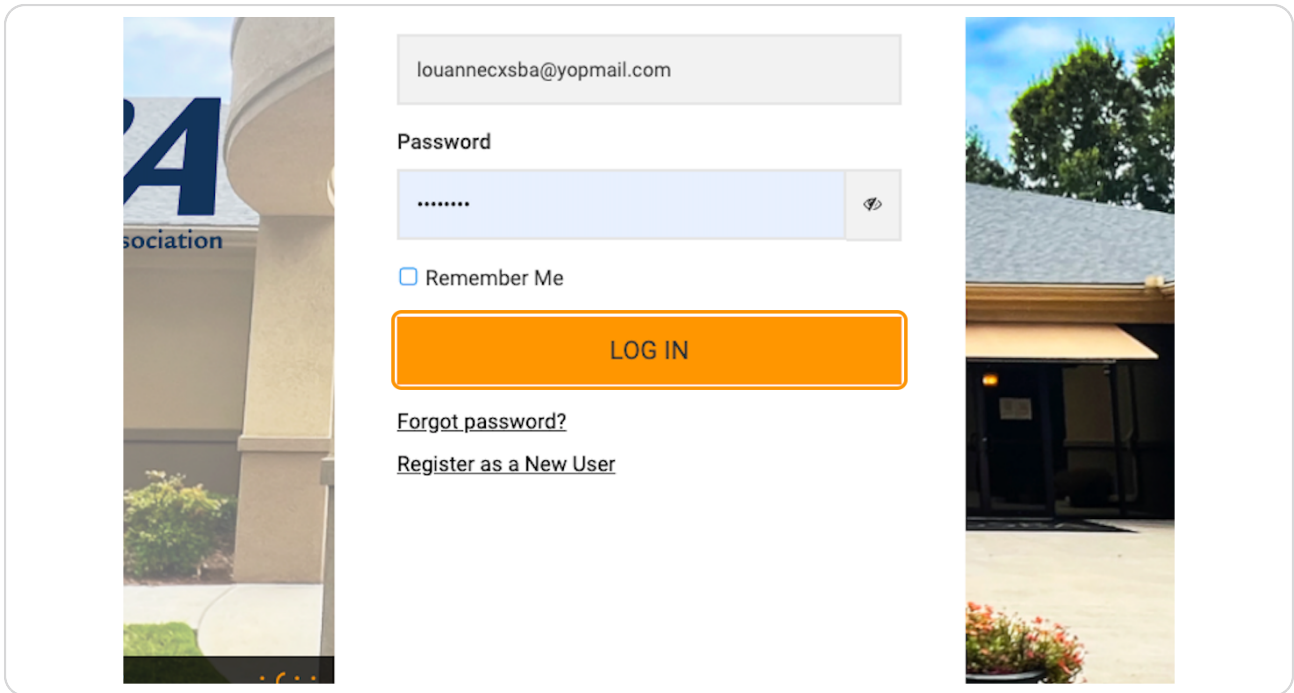
Created by
Engagifii Inc.

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December 26, 2023

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December 26, 2023

STEP 1

Click on LOG IN

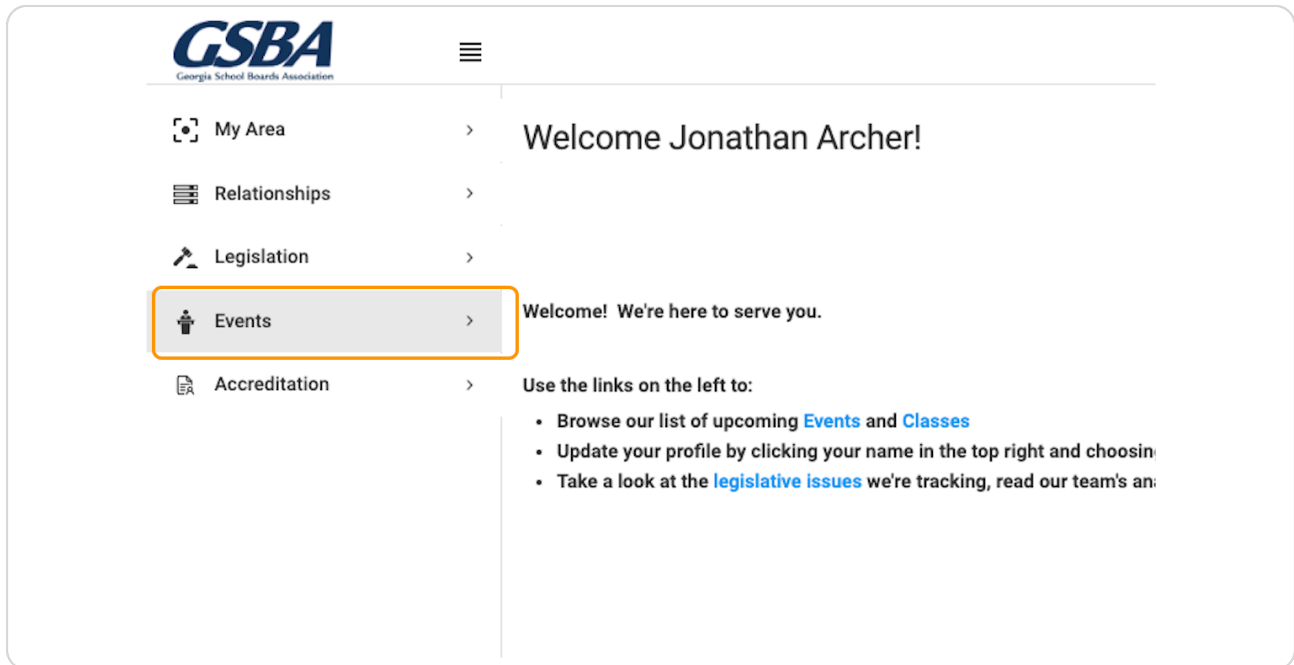


ENGAGIFII

17 Steps 

STEP 2

Click on Events



The screenshot shows the GSBA (Georgia School Boards Association) website dashboard. The top left features the GSBA logo and a hamburger menu icon. The main navigation menu on the left includes: My Area, Relationships, Legislation, Events (highlighted with an orange box), and Accreditation. The right side of the dashboard displays a welcome message for Jonathan Archer and a list of instructions for using the site's links.

GSBA
Georgia School Boards Association

My Area >

Relationships >

Legislation >

Events >

Accreditation >

Welcome Jonathan Archer!

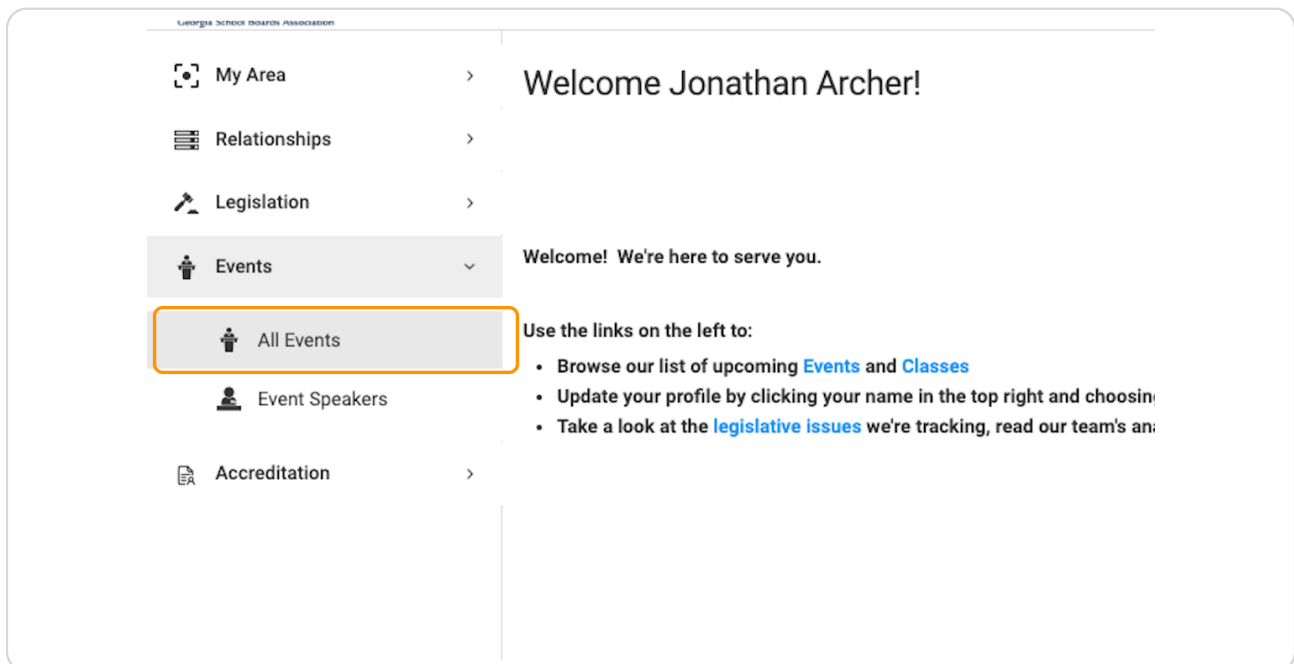
Welcome! We're here to serve you.

Use the links on the left to:

- Browse our list of upcoming [Events](#) and [Classes](#)
- Update your profile by clicking your name in the top right and choosing
- Take a look at the [legislative issues](#) we're tracking, read our team's an

STEP 3

Click on All Events



The screenshot shows the GSBA website dashboard with the 'Events' menu item expanded. The 'All Events' sub-menu item is highlighted with an orange box. The rest of the dashboard content remains the same as in Step 2.

GSBA
Georgia School Boards Association

My Area >

Relationships >

Legislation >

Events >

All Events

Event Speakers

Accreditation >

Welcome Jonathan Archer!

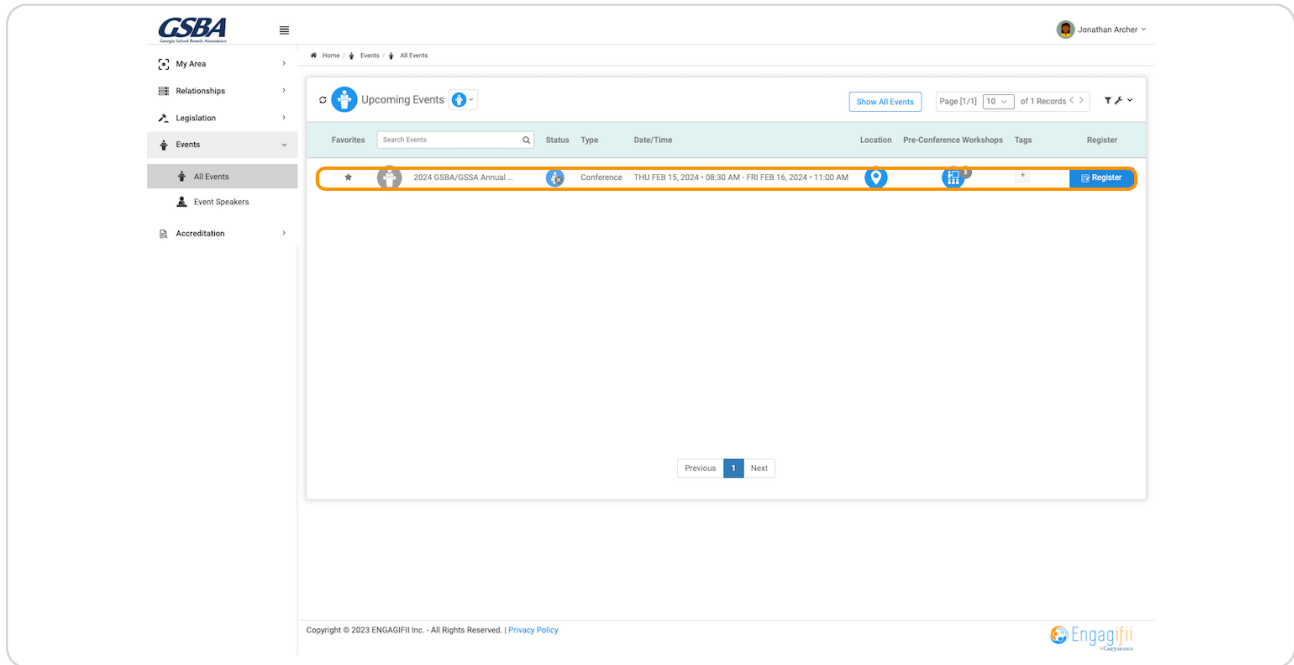
Welcome! We're here to serve you.

Use the links on the left to:

- Browse our list of upcoming [Events](#) and [Classes](#)
- Update your profile by clicking your name in the top right and choosing
- Take a look at the [legislative issues](#) we're tracking, read our team's an

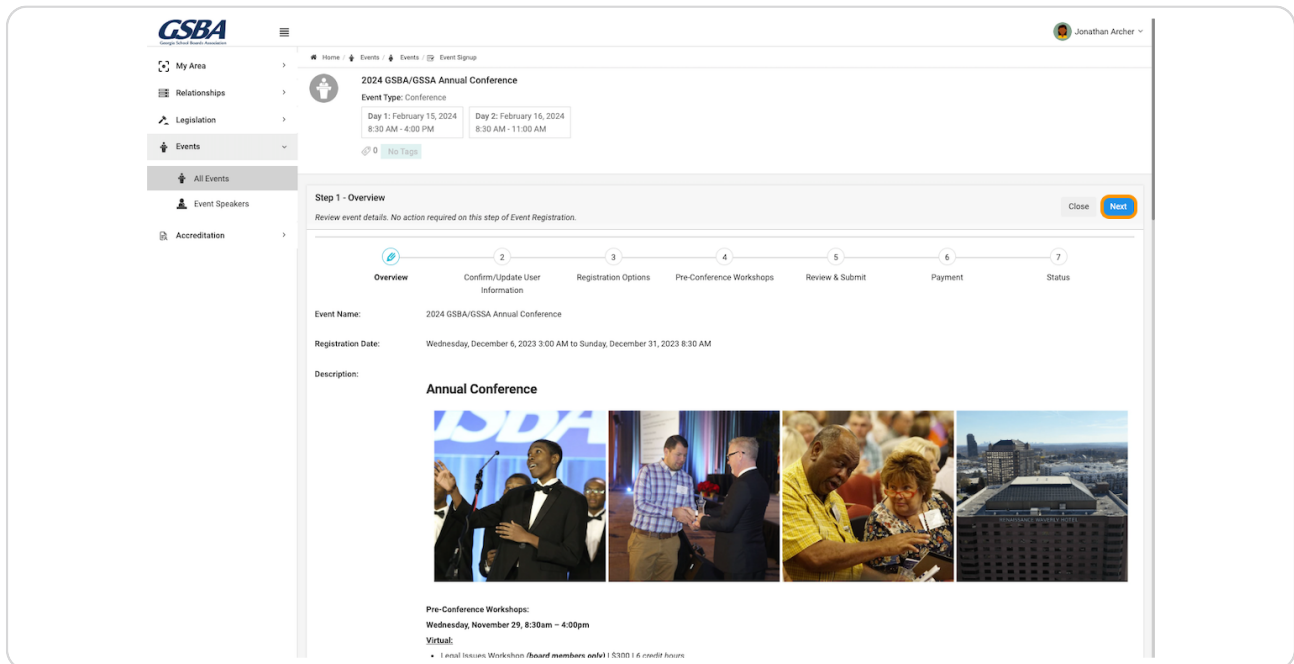
STEP 4

Select on the event and click on Register



STEP 5

Review Event Details and click on Next



STEP 6

Review your profile details and click on Next

The screenshot shows the GSBA website interface. On the left is a navigation menu with options: My Area, Relationships, Legislation, Events (selected), All Events, Event Speakers, and Accreditation. The main content area is titled "2024 GSBA/GSSA Annual Conference" and shows event dates: Day 1: February 15, 2024 (8:30 AM - 4:00 PM) and Day 2: February 16, 2024 (8:30 AM - 11:00 AM). Below this is a progress bar with seven steps: 1. Overview (checked), 2. Confirm/Update User Information (active), 3. Registration Options, 4. Pre-Conference Workshops, 5. Review & Submit, 6. Payment, and 7. Status. A dropdown menu shows the name "Jonathan Archer". At the bottom right of the main content area are "Previous" and "Next" buttons. The footer contains "Copyright © 2023 ENGAGIFII Inc. - All Rights Reserved. | Privacy Policy" and the Engagifii logo.

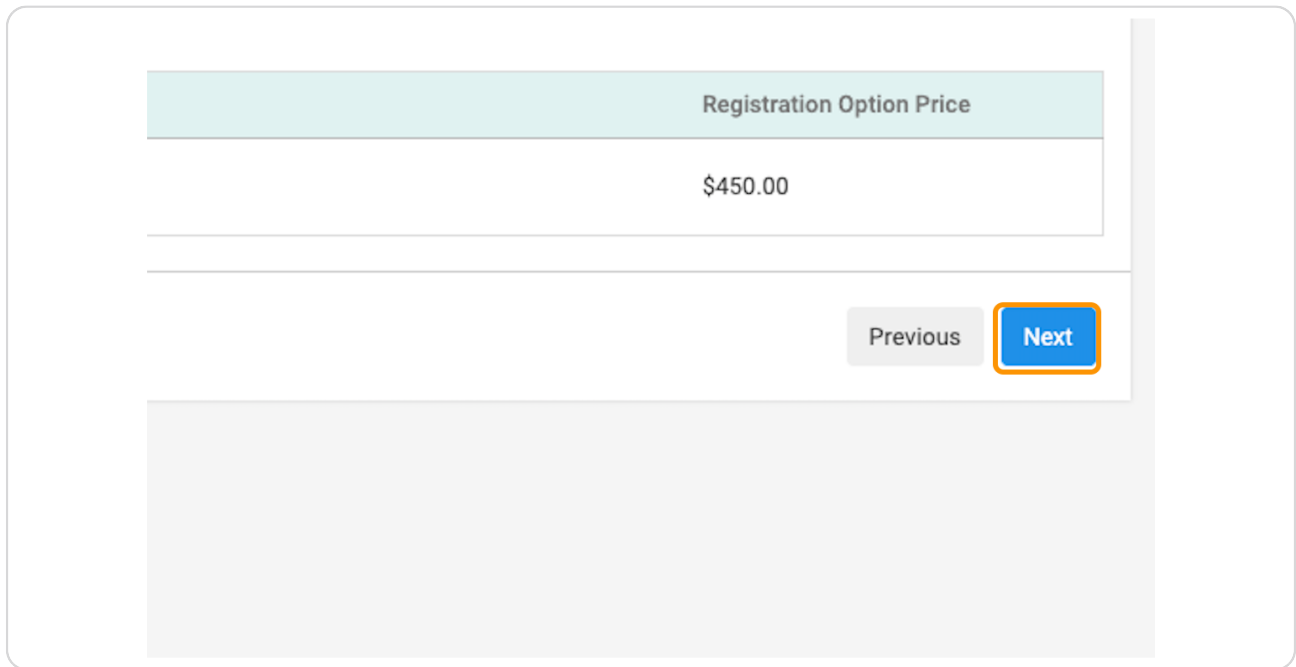
STEP 7

Select the event you wish to register for

The screenshot shows the "Step 3 - Registration Options" page. The left navigation menu includes "Event Speakers" and "Accreditation". The main content area has the heading "Step 3 - Registration Options" and the instruction "Select the Registration Options that you want to attend." Below this is a progress bar with three steps: 1. Overview (checked), 2. Confirm/Update User Information (checked), and 3. Registration Options (active). A table lists registration options, with the first row showing "Annual Conference" with a "View details" link and a checked checkbox. The Engagifii logo is visible in the bottom right corner.

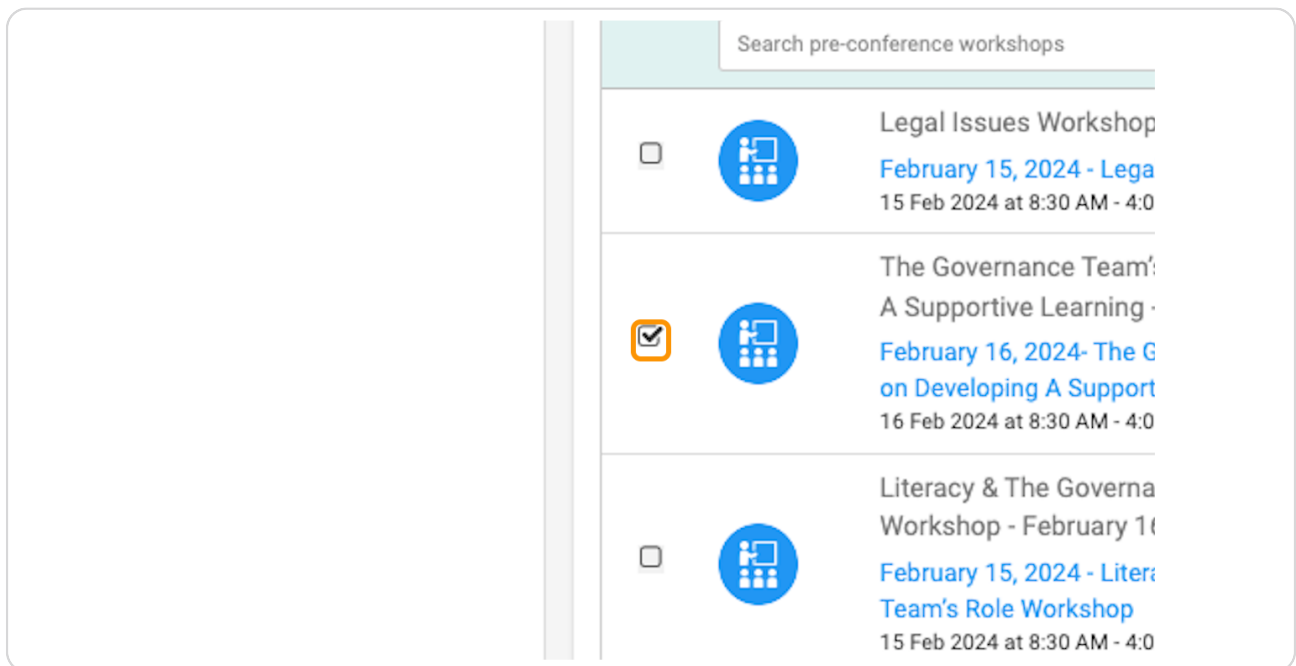
STEP 8

Click on Next



STEP 9

Check on the workshops/sessions you wish to register for



STEP 10

Click on Next when finished

The screenshot shows a form with a progress indicator (a blue circle with a white person icon and a grey circle with the number 0) in the top left. To its right, the amount "\$300.00" and the status "Available" are displayed. Below these elements are two horizontal lines. At the bottom right, there are two buttons: "Previous" (grey) and "Next" (blue with an orange border). The "Next" button is highlighted with an orange border. At the bottom center, the Engagifii logo is visible, featuring a stylized globe icon and the text "Engagifii by GRACE".

STEP 11

Review and check on acknowledgement

The screenshot shows a form with a list of names and a confirmation checkbox. The list has one entry: "1" in a grey box, followed by a profile picture of Jonathan Archer and his name "Jonathan Archer" and email address "louannexsba@yopmail.com". Below the list is a checkbox with a checkmark and the text "By clicking next, I Jonathan Archer certify th".

STEP 12

Review registration details and click on Next

GSBA Jonathan Archer

Home / Events / Events / Event Signup

2024 GSBA/GSSA Annual Conference
Event Type: Conference
Day 1: February 15, 2024 8:30 AM - 4:00 PM
Day 2: February 16, 2024 8:30 AM - 11:00 AM
No Tags

Step 5 - Review & Submit Previous Next

Review the information below and click Submit to submit your application. To go back and edit your application, click previous.

Overview Confirm/Update User Information Registration Options Pre-Conference Workshops **Review & Submit** Payment Status

S.No	Search People	Registration Options	Pre-Conference Workshops	Sub-total
1	Jonathan Archer louanecaba@yppmail.com	Annual Conference	February 16, 2024-The Governance Team's Focus on Developing A Supportive Learning	\$750.00
				Grand Total: \$750.00

By clicking next, I **Jonathan Archer** certify that all information is true and correct to the best of my knowledge.

Previous Next

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STEP 13

Select Bill My Organization

Options

Methods

Bill this transaction?

Bill My Organization

Bill this transaction.

SCHOOLS

theast, Cobb County

STEP 14

Click on Pay Now to pay by credit card

The screenshot shows a payment form with the following elements:


- A dropdown menu at the top left with the text "TY SCHOOLS".
- Text below the dropdown: "outheast, Cobb County".
- A link: "ess? [Change](#)".
- A label: "r later? *".
- A dropdown menu with "Pay Now" selected, highlighted with an orange border.
- A label: "Not mandatory)".
- An empty input field.
- A section header: "Selected billing contacts:".
- A table with columns: "Current Position", "Current Department", and "Email".

STEP 15

Check on Billing Contact

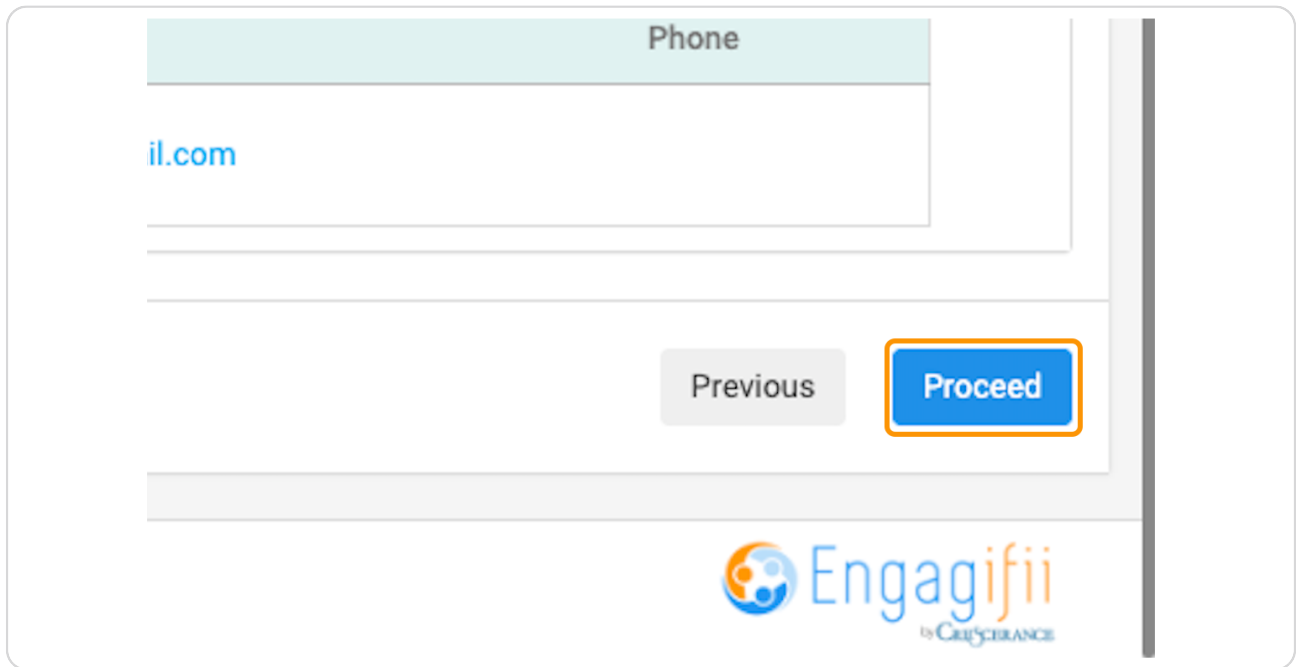
The screenshot shows a form for selecting a billing contact with the following elements:

- A header: "Send the invoice to me and the selected billing contact".
- A table with the following structure:

Name	
<input checked="" type="checkbox"/>	 Garrett Wong

STEP 16

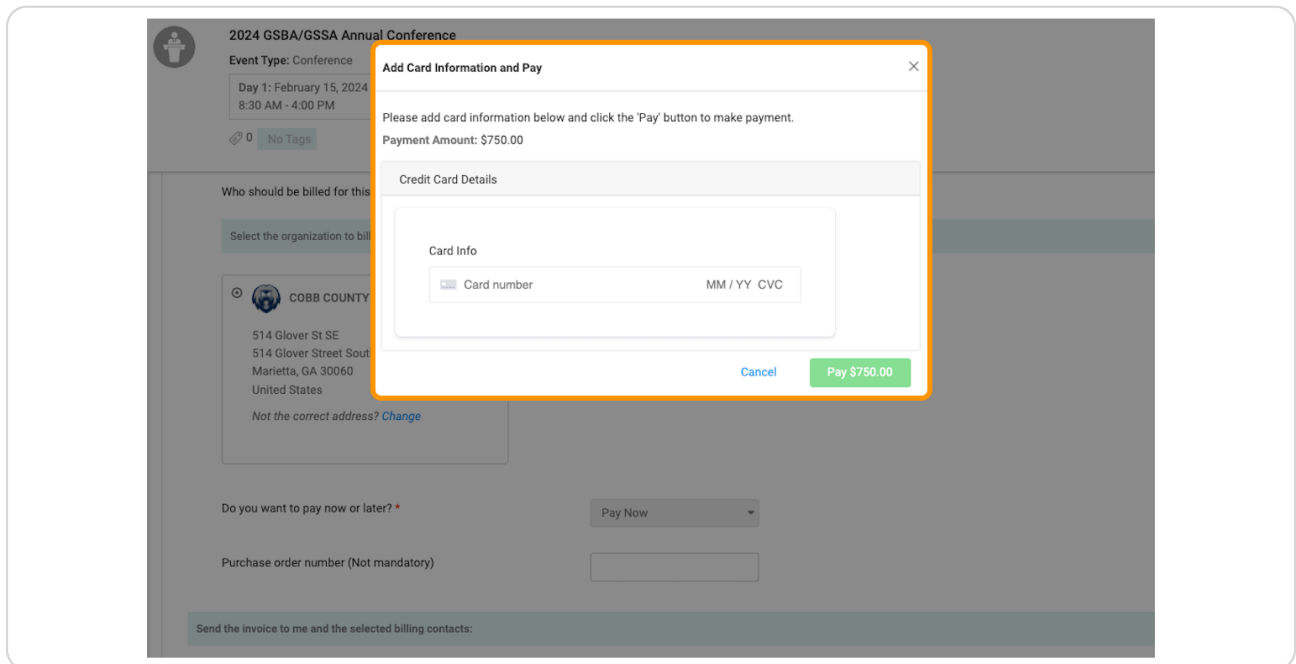
Click on Proceed



The screenshot shows a registration form with a light blue header labeled "Phone". Below the header is a text input field containing "il.com". At the bottom of the form, there are two buttons: "Previous" and "Proceed". The "Proceed" button is highlighted with a blue border. The Engagifii logo is visible at the bottom right of the form.

STEP 17

Enter Credit Card details and click on green pay button



The screenshot shows a payment modal titled "Add Card Information and Pay" overlaid on a registration page. The modal contains the following information:

- Event Type: Conference
- Day 1: February 15, 2024, 8:30 AM - 4:00 PM
- Payment Amount: \$750.00
- Section: Credit Card Details
- Card Info fields: Card number, MM / YY, CVC
- Buttons: Cancel, Pay \$750.00

The background page shows the event details for the "2024 GSBA/GSSA Annual Conference" and the billing organization "COBB COUNTY".

STEP 18

You will receive a confirmation email when your payment is processed successfully.

