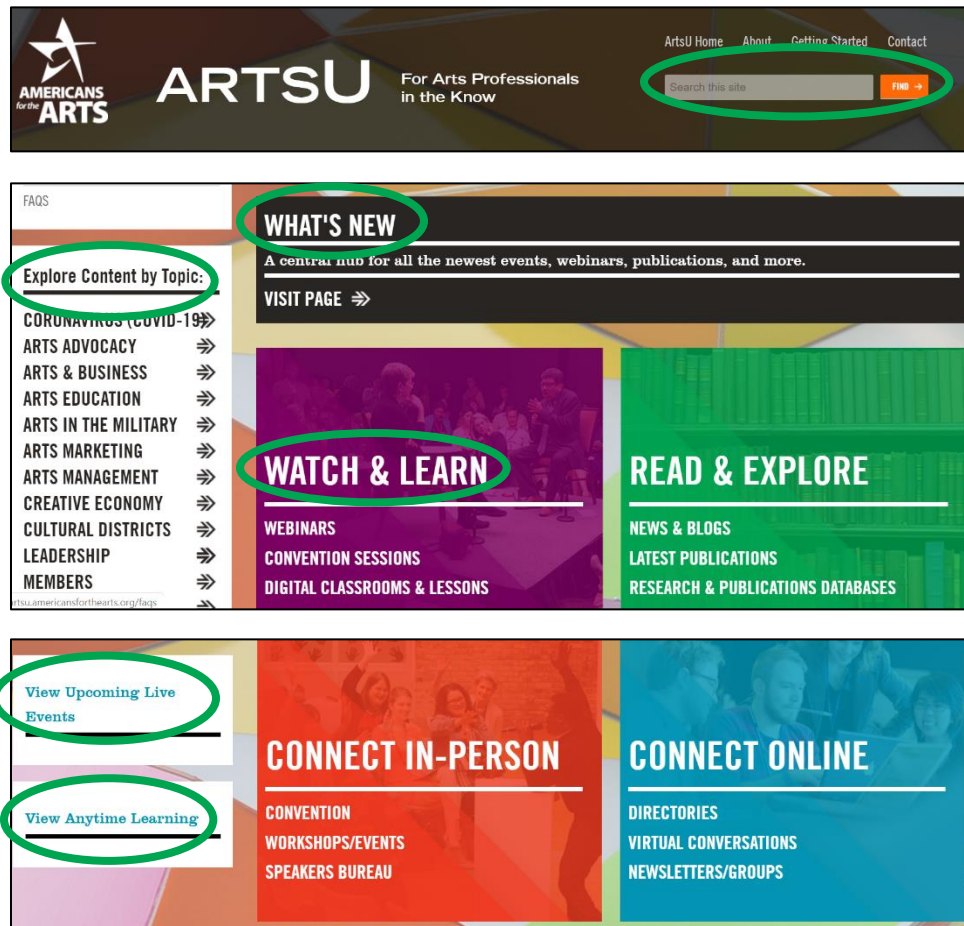


How to Register for an Event on ArtsU

Welcome to ArtsU! ArtsU is the Americans for the Arts online education forum for arts professionals to gain new skills, knowledge, and connections to further their personal and organizational goals.

Today, we will be reviewing how to register for a live or on demand webinar:

First, Find the event you wish to register for. You can do this by using the search function, exploring content by topic, clicking on the “What’s New” hub, the purple “Watch & Learn” box, or, click on “View Upcoming Live Events” or “View Anytime Learning”



Once you locate the event, you can click on either the title, or, the red VIEW button to be brought to the event page.

The DIAL Labs: Contextualizing Power and Creating Change That Can Last
Includes 2 Component(s) Includes a Live Web Event on 04/16/2020 at 3:00 PM (EDT)

Anthony Meyers, an experienced arts leader and Founding Director of Leading ChangeMakers, a company that works to achieve racial equity in nonprofit arts leadership through training, consulting and research, will offer insights into his two-decade professional journey in the nonprofit arts sector, and the path that led him to social entrepreneurship. As part of his work with Leading ChangeMakers, Anthony will share perspectives on the concepts of individual and collective power and how they manifest in institutions. Through an EDI lens, he will explore conditions for creating change within organizational systems. Attendees can utilize concepts from this webinar to generate ideas for how change can be instigated in the workplace and refine their personal skills in identifying power dynamics that can encourage and inhibit change.

VIEW →

Next, Locate and press the red REGISTER button on the upper right-hand side of this page.

THE DIAL LABS: CONTEXTUALIZING POWER AND CREATING CHANGE THAT CAN LAST
Includes a Live Event on 04/16/2020 at 3:00 PM (EDT)

OVERVIEW **SPEAKER(S)**

About this Webinar
April 16, 2020 at 3:00 PM EST

REGISTER →

Key:
Complete Next
Failed Available
Locked

The DIAL Labs: Contextualizing Power and Creating Change That Can Last
E-Learning Survey

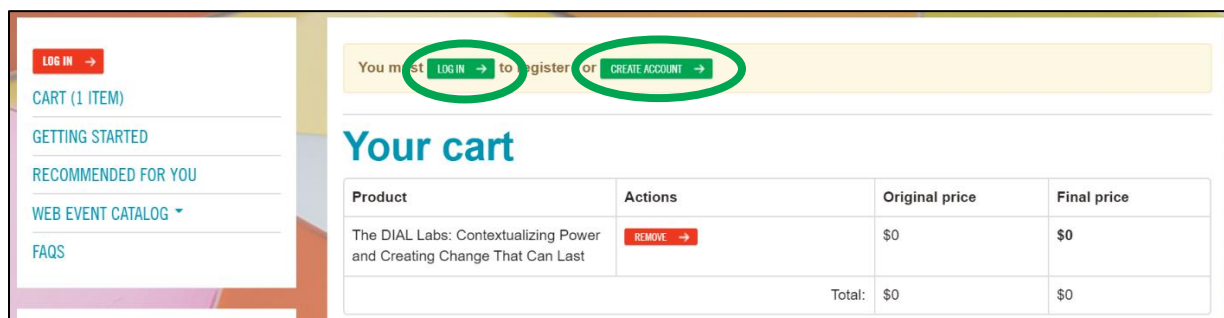
A new pop-up window will appear, and you can select one of two options:

- Select ADD TO CART AND COMPLETE REGISTRATION LATER if you wish to register for multiple events.
- Select COMPLETE REGISTRATION NOW if you are only registering for one event.

Registration Options:

CANCEL **ADD TO CART AND COMPLETE REGISTRATION LATER** → **COMPLETE REGISTRATION NOW** →

Today, we will just register for this one event. So, we will click COMPLETE REGISTRATION NOW. From there, you will be directed to [your cart](#).



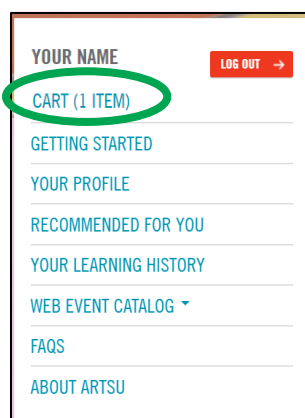
You must have an account with Americans for the Arts to register for an ArtsU event.

If you do not have an account, click the CREATE AN ACCOUNT button. You will then be directed to the Americans for the Arts website to create your account. For more information on how to create an Americans for the Arts Account, please view the “Creating an Account at AFTA” user guide.

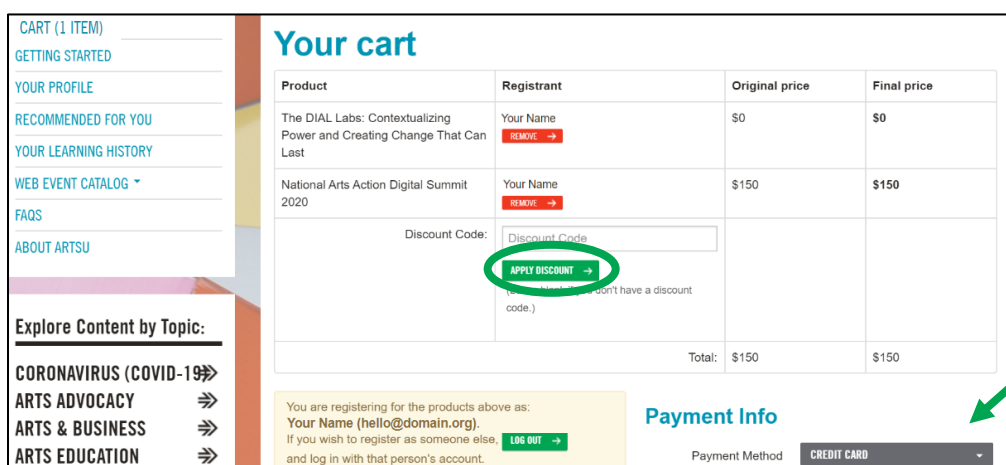
If you have an account, click the LOG IN button, enter your username and password, and continue to check out.

A screenshot of the Americans for the Arts website's login and registration form. The form is titled 'Create new account | Log in | Request new password'. It contains fields for 'Username *' and 'Password *'. Below the username field, it says 'Your username is your email address.' Below the password field, it says 'Enter the password that accompanies your username.' There is a 'CAPTCHA' section with the text 'This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.' Below the CAPTCHA, there is a 'Math question *' with the equation '2 + 11 =' and a text input field for the answer. Below the math question, it says 'Solve this simple math problem and enter the result. E.g. for 1+3, enter 4.' At the bottom of the form, there is a 'LOG IN' button with a right arrow.

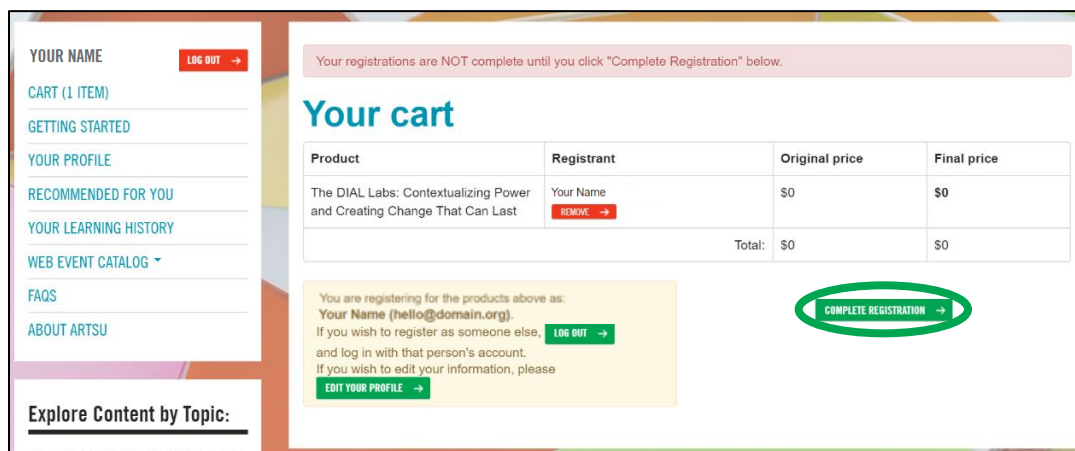
Once you have logged in or created your account, you must return to [your cart](#) on ArtsU to complete your registration. You can always return to your cart by pressing the “CART” button, found on the left side navigation bar. Now that you’ve logged in, you’ll also see your name on this left navigation bar.



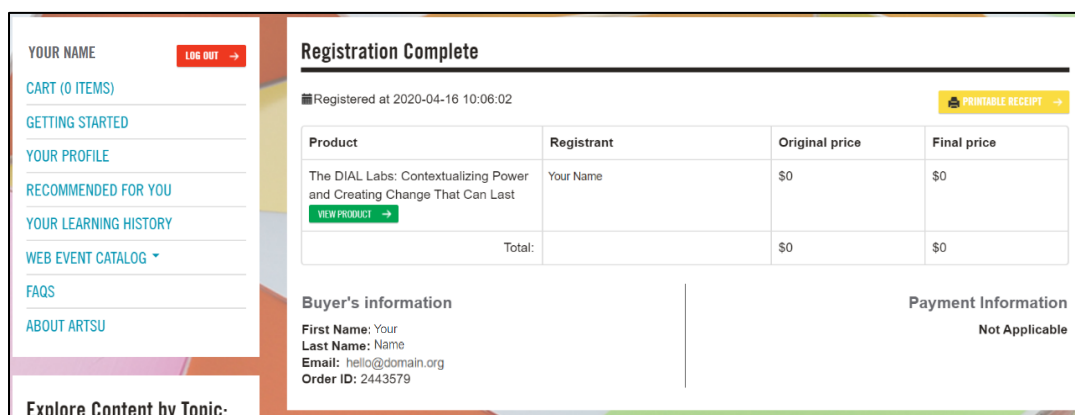
If you have a discount or promo code, enter it here and click “Apply Discount.” The page will refresh to show the updated price for the webinar. If the webinar requires a fee, scroll down and enter your payment information:



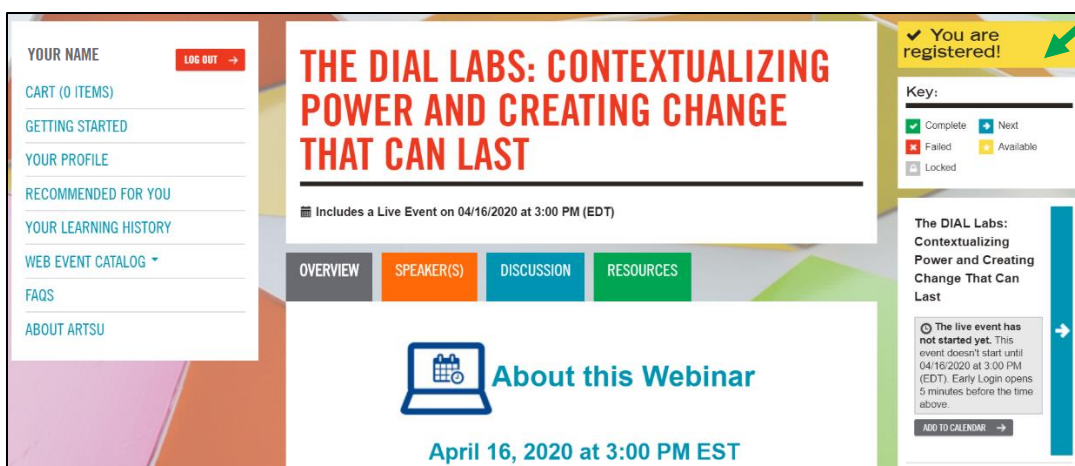
Once you have Completed the payment information, press this green PLACE MY ORDER of COMPLETE REGISTRATION button. Please only press this button once.



The page will refresh to a confirmation page and you will also receive an email confirmation.



Now, if you return to the event page, you will see a yellow "YOU ARE REGISTERED" box where the red register button used to be.



If you need any assistance, please email us at artsU@artsusa.org. We hope to see you on ArtsU Soon!