



## How to register as an CSW65 Forum Advocate and for a Parallel Event

Please kindly note that registering for CSW65 through indico and registering for the NGO CSW65 FORUM on Eventbrite are two different and separate things. This How to is for the NGO CSW65 Forum only.

1. Go to <https://ngocsw.org/ngocsw65/>
2. Scroll down to where it says: Register to become an Advocate. It takes you to the following Eventbrite page where you can 'REGISTER'

<https://www.eventbrite.com/e/ngo-csw65-forum-advocate-registration-tickets-137312871495>

(Please note they are still looking for donations of \$25 to \$50 although technically registration to the Forum is free). Registration is open to anyone.

3. Once you do this on Eventbrite, you will receive a link to the NGO CSW Pathable platform which is <https://ngocsw65forum.us2.pathable.com/> where you can sign in with your username and password.

- a. You can go directly here without doing steps 1. And 2.
- b. You can look at everything but you **can't view a live event or a recording** without signing in first... ie doing steps 1. Or 2.

If you have not yet registered, you must go back to <https://ngocsw.org/ngocsw65/> or

<https://www.eventbrite.com/e/ngo-csw65-forum-advocate-registration-tickets-137312871495>

4. To find the parallel events you want to participate in go to **SCHEDULE** in the menu bar.
  - a. There are 2 dropdowns **AGENDA** (which is everything) and **MY AGENDA** (which allows you to view pre-selected /**registered for** events you want to participate in)
  - b. To select events, you can do several things but the **easiest way to find the GWI events is to do a SEARCH**
    - i. In the **Search Box** (right hand part of the screen under the Menu bar) **type in Graduate Women and then press GO**
    - ii. All GWI events will appear on the screen
5. Register for a Parallel Event
  - i. Each parallel event description box has a + sign in the top right-hand corner. Press the + to add this event to MY AGENDA. The + sign will change to a green checkbox. **This actually REGISTERS you for the particular event and parallel event organizers will be able to see who has registered.**
  - b. If you have added events to MY AGENDA, all you have to do going forward is select MY AGENDA in the Schedule dropdown and all the events you registered for (by pressing the + sign in the description box) will appear there.
6. Going forward, once you have received the link to the Pathable platform, just enter <https://ngocsw65forum.us2.pathable.com/> and log in.