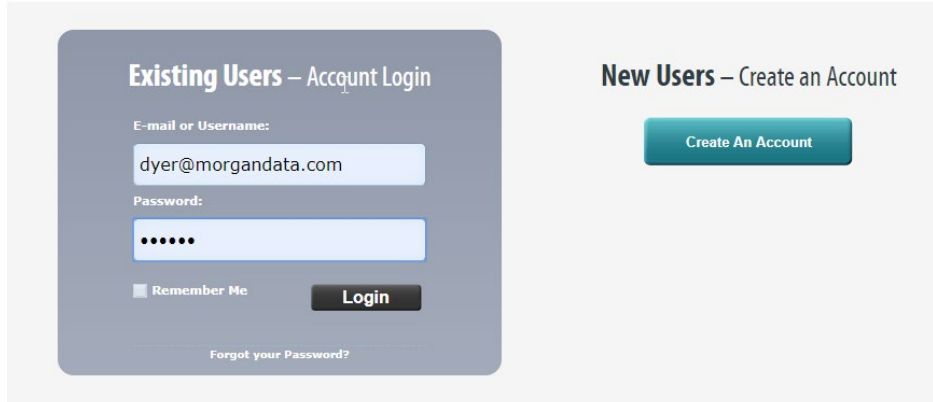


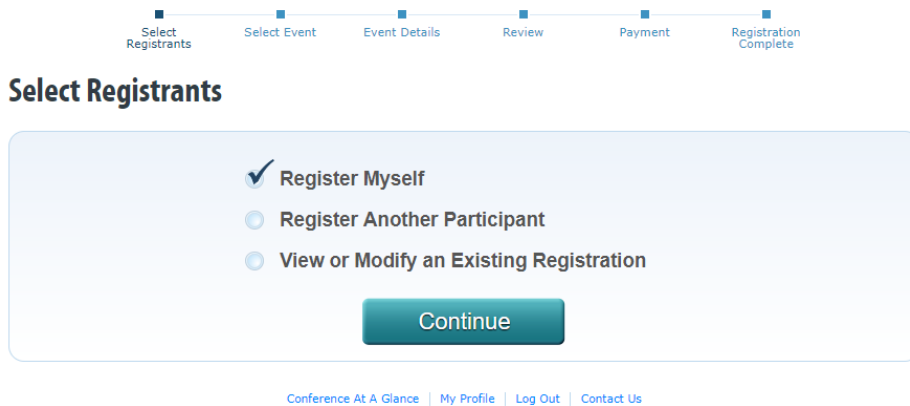
## ClearThunder – How to Add Volunteering to your Registration:

Log in using your ClearThunder login at: <http://events.clearthunder.com/23CONF>



The screenshot shows two main sections: 'Existing Users – Account Login' and 'New Users – Create an Account'. The 'Existing Users' section includes a text input for 'E-mail or Username' containing 'dyer@morgandata.com', a password input with masked characters, a 'Remember Me' checkbox, and a 'Login' button. A 'Forgot your Password?' link is located below the password field. The 'New Users' section features a single 'Create An Account' button.

Select Register Myself and click Continue:



The screenshot displays a progress bar at the top with six steps: 'Select Registrants', 'Select Event', 'Event Details', 'Review', 'Payment', and 'Registration Complete'. Below the progress bar, the 'Select Registrants' section is highlighted. It contains three radio button options: 'Register Myself' (which is selected with a checkmark), 'Register Another Participant', and 'View or Modify an Existing Registration'. A 'Continue' button is positioned below these options. At the bottom of the page, there are links for 'Conference At A Glance', 'My Profile', 'Log Out', and 'Contact Us'.

Check to make sure your information is correct and under Registration Description, select Conference Attendee (DO NOT SELECT VOLUNTEER HERE!) and click Continue:

\* E-mail:  [Edit My Name/Email](#)

\* First Name:

\* Last Name:

\* Company Name:

\* Title:

\* Address:

\* City:

\* State:

\* Zip:

\* Country:

\* Phone Number:

#### Registrant Demographics

Please select the options that apply to you.

SHRM Number:

\* Local Chapter Affiliation:

Professional Certification - HRCI:

Professional Certification - SHRM:

#### Registration Type

Please select the registration type that makes sense for you. Sponsors, Advertisers and Exhibitors get discounts for being in multiple areas. Please Select the Registrant Description as Exhibitor if you plan to sign up for multiple areas.

**Conference Attendees** - Select between being an attendee and a volunteer.

**Volunteers** are needed throughout the conference for various activities. By volunteering you can choose your time and activities to allow for you to get the full conference experience. Please consider registering as a volunteer; you will be prompted to register as an attendee as well.

\* Registrant Description - What Best Describes You?

#### Accommodations

Not All Dietary Restrictions/Food Allergies can be accommodated. Meal substitution options are at the sole discretion of the Kalahari.

Dietary Restrictions:

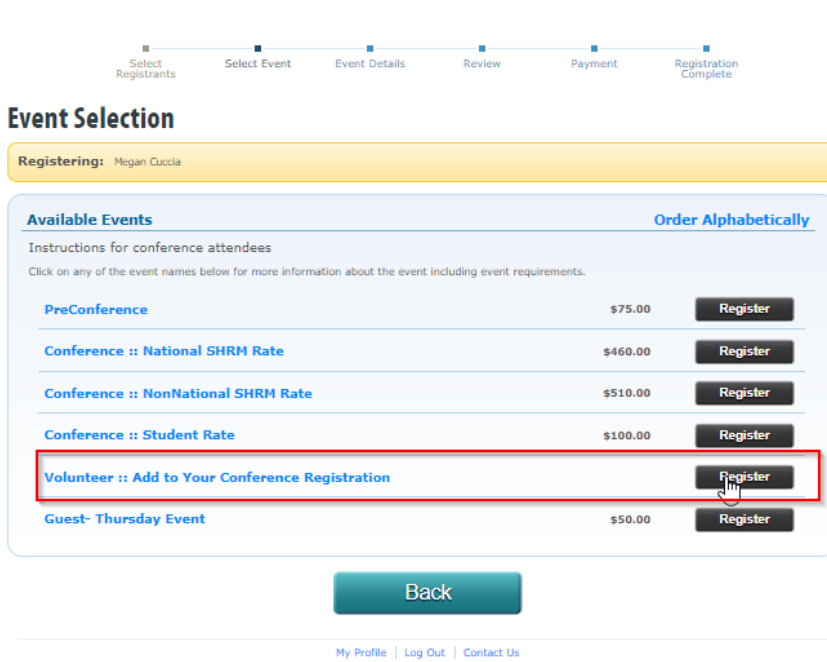
Other Accommodations we should be aware of. Dietary restrictions that we are able to accommodate should be selected above.:

[Back](#)

[Continue](#)

\* Required Fields

## Select Volunteer: Add To Your Conference Registration:

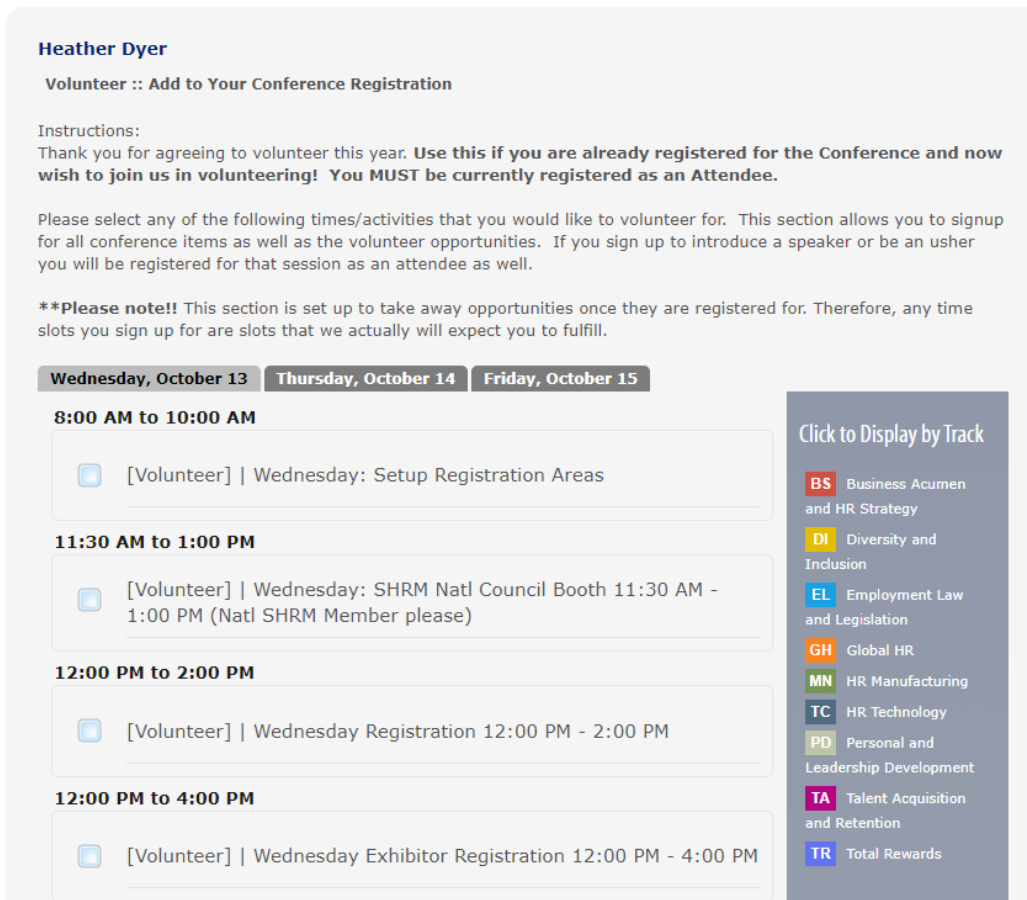


The image shows a registration progress bar at the top with steps: Select Registrants, Select Event, Event Details, Review, Payment, and Registration Complete. Below is the 'Event Selection' section for user Megan Cuccia. It lists several available events with their respective costs and 'Register' buttons. The 'Volunteer :: Add to Your Conference Registration' option is highlighted with a red box, and a mouse cursor is clicking on its 'Register' button. A 'Back' button is located below the list. At the bottom, there are links for 'My Profile', 'Log Out', and 'Contact Us'.

Event Name	Cost	Action
PreConference	\$75.00	Register
Conference :: National SHRM Rate	\$460.00	Register
Conference :: NonNational SHRM Rate	\$510.00	Register
Conference :: Student Rate	\$100.00	Register
<b>Volunteer :: Add to Your Conference Registration</b>		<b>Register</b>
Guest- Thursday Event	\$50.00	Register

## Select the Volunteer Sessions you would like to register for and click Continue:

### Select sessions



The image shows the 'Select sessions' page for user Heather Dyer, specifically for the 'Volunteer :: Add to Your Conference Registration' option. It includes instructions and a note about session availability. The main content area is divided into three days: Wednesday, October 13; Thursday, October 14; and Friday, October 15. Under Wednesday, October 13, there are four time slots with checkboxes for selection: 8:00 AM to 10:00 AM, 11:30 AM to 1:00 PM, 12:00 PM to 2:00 PM, and 12:00 PM to 4:00 PM. A sidebar on the right titled 'Click to Display by Track' lists various tracks with corresponding colored icons: BS (Business Acumen and HR Strategy), DI (Diversity and Inclusion), EL (Employment Law and Legislation), GH (Global HR), MN (HR Manufacturing), TC (HR Technology), PD (Personal and Leadership Development), TA (Talent Acquisition and Retention), and TR (Total Rewards).

**Heather Dyer**  
Volunteer :: Add to Your Conference Registration

Instructions:  
Thank you for agreeing to volunteer this year. **Use this if you are already registered for the Conference and now wish to join us in volunteering! You MUST be currently registered as an Attendee.**

Please select any of the following times/activities that you would like to volunteer for. This section allows you to sign up for all conference items as well as the volunteer opportunities. If you sign up to introduce a speaker or be an usher you will be registered for that session as an attendee as well.

**\*\*Please note!!** This section is set up to take away opportunities once they are registered for. Therefore, any time slots you sign up for are slots that we actually will expect you to fulfill.

**Wednesday, October 13** **Thursday, October 14** **Friday, October 15**

**8:00 AM to 10:00 AM**

[Volunteer] | Wednesday: Setup Registration Areas

**11:30 AM to 1:00 PM**

[Volunteer] | Wednesday: SHRM Natl Council Booth 11:30 AM - 1:00 PM (Natl SHRM Member please)

**12:00 PM to 2:00 PM**

[Volunteer] | Wednesday Registration 12:00 PM - 2:00 PM

**12:00 PM to 4:00 PM**

[Volunteer] | Wednesday Exhibitor Registration 12:00 PM - 4:00 PM

**Click to Display by Track**

- BS** Business Acumen and HR Strategy
- DI** Diversity and Inclusion
- EL** Employment Law and Legislation
- GH** Global HR
- MN** HR Manufacturing
- TC** HR Technology
- PD** Personal and Leadership Development
- TA** Talent Acquisition and Retention
- TR** Total Rewards

**\*\*IMPORTANT NOTE\*\***

If you select to Usher or Intro at a Session and you have already selected to attend the session—it will not let you continue. **You will have to modify your conference registration and de-select that session.** It is understood that you will already be attending the session in addition to your Ushering or Introduction duties.

You will have one more opportunity to review your selections and make changes if you wish and to make:

## Pending Registrations

The screenshot displays a registration interface for a conference attendee. At the top left is a "Clear Cart" button. Below it are tabs for "Options" and "Event", and a "Price" section on the right showing "\$ 350.00". The main content area is titled "Conference Attendee" and includes a "Remove" button. Below this are four action buttons: "Edit Participant", "Edit Sessions", "Edit Options", and "Switch Participant". A red box highlights the "Edit Sessions" button, with a blue callout bubble pointing to it that says "Use to make changes". Below the buttons, the participant's name "Heather Dyer" is shown, followed by a "Show Session Selections (4)" link. A list of meal selections follows: "Wednesday Night: 1 Meal", "Thursday Breakfast: 1 Meal", "Thursday Lunch: 1 Meal", "Thursday Dinner & Event: 1 Meal", "Friday Breakfast: 1 Meal", and "Friday Lunch: 1 Meal". At the bottom left, there is a "Discount Code" field and an "Apply" button. At the bottom right, the "Total: \$ 350.00" is displayed.



Click Complete!

Thank you for volunteering – It is a great way to enhance your conference experience!