

How to register for the webinar

There has been some confusion about the cost of the webinar. This webinar is **free**. I believe the confusion comes from having to sign in through the STLE website to access the webinar. Creating an account on the STLE website does not cost anything, it is FREE, you just need to fill out your contact information. Registration through the website allows us to track who is signing up for the webinar and allows us to send emails for the event.

If you are not a member of STLE or you do not have a username and password, you will need to create an account. Again, signing up as a nonmember is free of charge. To create an account, you should start by clicking on the "Members Only" link at the top of the home page (www.stle.org). On the left hand panel, you will see the option "Create an Account." Click on that link. Scroll to the bottom of the page and click on the link for "Non-Members." You are directed to this page <http://online.stle.org/source/members/cMemberInsert.cfm>. Fill out the form and you will have access to the site and webinar. It is all free. Membership costs a fee, but just joining our website does not cost a thing. Once you sign up you can go to the STLE Store and "purchase" the webinar. The webinar is listed on the store for \$0.00 (FREE). Follow the steps to indicate that you want to attend the webinar. This serves as registration.

If you are a current or previous STLE member, you may already have this information. Just enter your member ID and password. Your username is your member ID number and your password in the first two letters of your last name followed by your member ID number. If you do not know your login information, you can look it up by going to the "Members Only" link at the top of the home page (www.stle.org). On the left hand panel, click on "Create an Account." Once there, you will see a section for "Current and Previous STLE Members." Follow those instructions. If you do not know your login and password, it will provide you with that information. Once you have your login information, you can go to the STLE Store and "purchase" the webinar. The webinar is listed on the store for \$0.00 (FREE), so you just have to go through the steps indicating that you want to attend the webinar. This serves as registration.

If you have any questions, please contact our office. We will be happy to help.

Thank you,

Kara

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