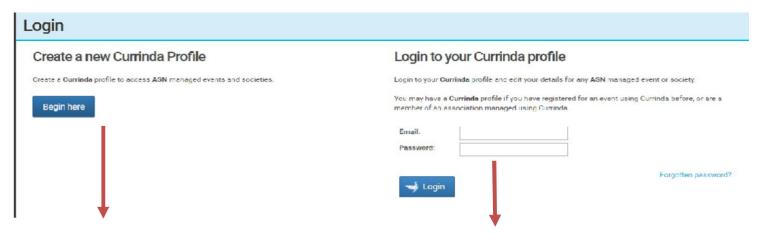


## REGISTER MULTIPLE DELEGATES TO ATTEND TDA CONVENTION 2026

**Please note:** Each registration will display an outstanding balance. This can be disregarded—ASN Events will manually apply prepaid registrations once they have been processed.

- 1. Select the unique Super Early Bird registration link sent by ASN Events
- 2. You will be presented with a screen similar to the following:



## IF YOU DO NOT HAVE A CURRINDA PROFILE

If **you** (as the Group Manager) do **not** have a user profile already in the online system, please select the login option: **Create a new Currinda profile.** 

Complete your own contact details. You need to create a password.

Passwords are case sensitive. Fields in red must be completed.

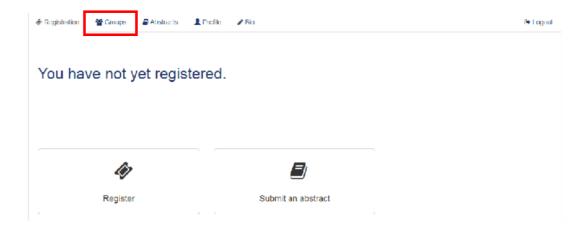
## IF YOU DO HAVE A CURRINDA PROFILE

If **you** (as the Group Manage r) already have an online profile from previous conferences/abstract submissions, please select the login option: Login to your Currinda profile

Use your email & password previously created to login to your online profile.

Contact ASN Events if you have trouble logging in.

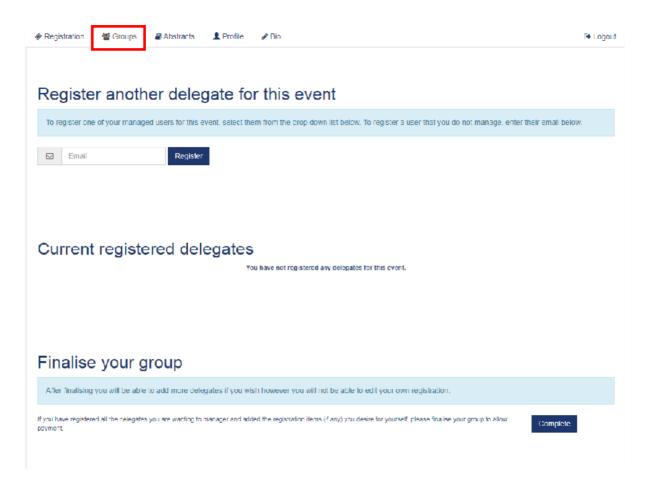
3. Once logged in, navigate to the GROUPS tab





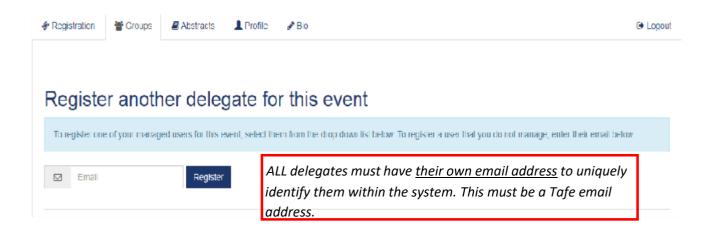
**4.** You will be presented with a screen similar to the following:

**Please note:** You do not need to finalise your group until all attendees have been added.



**5.** To register a user you've not previously managed, enter **their** email address and click "**Register**".

**Please note:** If the user email has not previously been used in the system, you will need to create a profile by completing the fields in red, including a password. You can share the password with each attendee so they have access to their profile/registration, however, it won't be needed to access the Conference App.



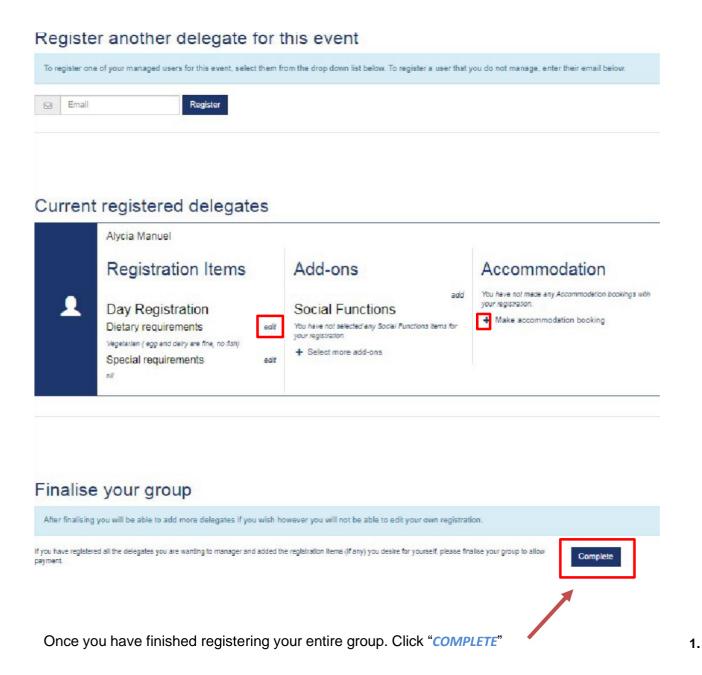
**Please note:** If you have previously managed users in the past, there will be another option available allowing you to select names from a drop-down list.



- 6. Follow the registration prompts to register the delegate for TDA 2026 Convention
- **7.** On completion of each registration, click '*RETURN TO DASHBOARD*' to continue registering the rest of your group.

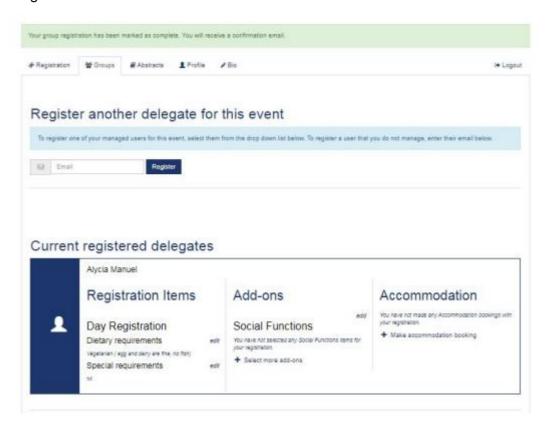
Return to dashboard

A list of the users you've registered will appear – double check all the details are correct and make any changes as necessary. Please pay careful attention to dietary and/or special requirements. Please disregard accommodation, as it's booked through a third-party website (Groups360), it will not appear here.

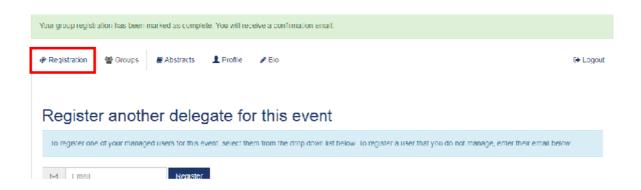




**10.** No payment is required. ASN Events will allocate the prepaid amount to each registration.

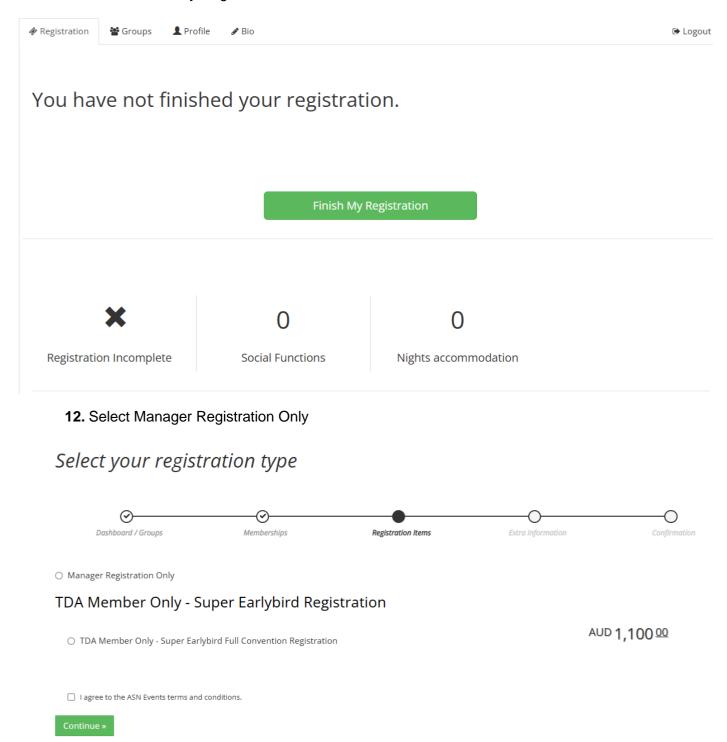


If you yourself will be attending the conference, you will need to register yourself through the *'REGISTRATION'* tab located next to your *'GROUP'* tab. Please select "**Register**".





## 11. Select Finish My Registration



**13.** Continue the same process as the group registrations.

You can log in anytime to add additional registrations. ASN Events will allocate prepaid amounts to each registration.

If you have any questions during the process, please contact tda2026@asnevents.net.au