## Guidelines for Getting Registered in HSE Events through the System for Registration and Support of HSE Events

- Please use <u>the System for Registration and Support of HSE Events</u> to register for the 19<sup>th</sup> April International Conference on Economic and Social Development (hereinafter – "Conference").
- 2. Registration includes the following steps:
  - a. Sign into the System for Registration and Support of HSE Events:

SIGN IN	Русский
User authentication	
Please enter your email and password to sign in:	
Email address:	
-	Sign In
New user registration	Forgot your password?

b. Select the Conference from the list:

EVENTS	ACTIVE EVENTS				
Events List	General Events				
My Proposals					
Visa Assistance	View details				
Payments	EVENT NAME				
MESSAGES	XIX April International Academic Conference On Econo and Social Development	omic conference	Higher School of Economics	s 10.04.2018 09/	00 13.04.2018 09:00
🐖 My messages					
SETTINGS	Special Events				
L My Profile	Details C. Refresh				
Subscriptions				START REOUEST	
Logout	IIILE FORMAI LOCATION	PARENT EVENT	STAKI DATE END DATE	DATE	END REQUEST DATE AVAIL
			No items to display.		

c. Fill in a participation request and attach the required documents:

PARTICIPATION RE	QUEST		
EVENT: "XIX APRIL INTERNA	TIONAL ACADEMIC CONFERENCE ON ECONOM	MIC AND SOCIAL DEVEL	OPMENT"
Applicant information			
Title:	Mr.	E-mail:	@gmail.com
Last name:	Ivanov	Interface language:	English
First name:	Sergey		
Middle name:			
	✓ I'd like to be a participant/speaker		
Participant information			
Title:	Mr. V	Speaking language: *	English V
Last name: *	Ivanov	E-mail: *	/@gmail.com
First name: *	Sergey	Telephone:	+79011234567
Middle name:			(Including country and city code, please)
Job position: *	PM		
Company: *	Full name:		
	LLC Research		
	LLC "Research"		
Affiliated to HSE: *	No		
Country: *	Russian Federation	ZIP:	111000
City:	Moscow		
Postal address: *	Mira st. 1		
Do you need a visa?	Yes		
Do you need a hotel?	Ves		
Participation option:	Reporter		
	Participant, without a report		
Report information			
Papart titla: *	Time a tout		
Report title: *	Type a text		
Detailed annotation to report (DOC, DOCX, RTF, PDF):	Click here to attach a file		
*			
Sections your report corresponds	to (by priority of compliance):		
Section 1: *	Select an item		~
Section 2:			$\sim$
List of Co-Authors			
🕂 Add Co-Author 🧪 Edit Co-	Author 🗙 Delete Co-Author		
LAST NAME	FIRST NAME MIDDLE NAME	E-MAIL	ATTENDING
	No tens to dap		
			Submit Participation request Cancel

3. If you do not have a personal account in the System for Registration and Support of HSE Events yet, please follow this link to sign up:

SIGN IN		<b>русский</b>
User authentication		
Please enter your email and pa	ssword to sign in:	
Email address:		
Password:		
		Sign In
New user registration		Forgot your password?

4. If you forgot your password, you can follow this link:

SIGN IN	русски	й
User authentication		
Please enter your email ar	id password to sign in:	
Email address:		
Password:		
	Sign In	
New user registration	Forgot your password	12

All of these options are available on the system's landing page at <u>https://bpm.hse.ru/Runtime/Runtime/Form/LoginEN/</u>.

You can also access the System's landing page from the Conference website at <u>https://conf.hse.ru/en/2018/</u> by clicking on the "Register now" button.