NCORE Connections 2025 Access Instructions for Athletics Diversity and Inclusion Designees

- 1. To begin the three-step registration process, use the <u>Microsoft Form</u> to submit your information.
- 2. **After clicking submit, do NOT close the form**. You will receive your unique access code, only to be used once.
- 3. In addition to the access code, you will be instructed to visit NCORE Connections 2024.
- 4. Under registration information, click the REGISTER button.
- 5. Begin the registration process. With your access code, you have **full event registration**.
- 6. On the order summary page when it asks for a discount code, enter your access code.
- 7. Once successfully registered, please visit the attendee hub login.
- 8. Enter the name and email address you used during registration.
- 9. Check your email (or text messages if you provided a cell number) for your login code.
 - a. The sender will be 'NCORE TEAM' with the subject line 'Verification code' containing your 6-digit login code.
- 10. Enjoy the virtual conference! Reach out to the <u>office of inclusion</u> if you experience any challenges or have any questions.