



Eclipse Workshop Registration Instructions

1. In a web browser, go to the AAS eclipse workshop registration site.

https://my.aas.org/services/AAS_Member/Events/Event_Display.aspx?EventKey=WRK_23SEPT

2. Sign in with your AAS username and password.

Username

Password

Keep me signed in

[Forgot username?](#) | [Forgot password?](#)

[Create a new account](#)

Use the “Forgot username?” and/or “Forgot password?” links if you forgot your credentials.

If you’re sure you have an AAS account but can’t sign in, please email reg-help@aa.org.

If you don’t have (or don’t recall having) an AAS account, click the “Create a new account” link.

Then search our database to see if you already have an account before accidentally creating a duplicate:

Please search below to see if you already have an account:

Last Name Starts With

First Name Starts With

Institution

Please enter your search criteria to view results

If the search finds no records, fill in the “Create an Account” form:

https://my.aas.org/services/aa_member/Create_Account/AAS_Member/iMIS/ContactManagement/reateAccount.aspx

Finally, sign in with your newly created AAS username and password.

If you need assistance signing in to the AAS registration site, please email reg-help@aa.org.

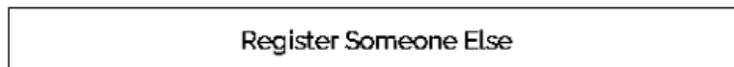


3. Click the orange “Register Myself” button.



The page will reload and present you with several registration options.

If you are already registered and wish to register *someone else*, please click the white “Register Someone Else” button instead. Look up or create your guest record and continue as described below.



4. Select one of the four registration options.

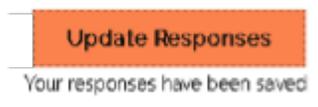
Registration Options	Price
<input type="radio"/> In-person Registration (2-days)	100.00
<input type="radio"/> Virtual Registration	35.00
<input type="radio"/> In-person Registration Friday, Sept 29 (1-day)	50.00
<input type="radio"/> In-person Registration Saturday, Sept 30 (1-day)	50.00

5. Answer all the required questions and click the “Save Responses” button.

The first question asks for the email address you use to log in to Zoom. *Failure to supply your correct Zoom email address will make it impossible for you to connect to our online sessions, whether you attend in person or virtually.*



If you wish to change any of your responses, do so and then click the “Update Responses” button.



6. Scroll down and click the orange “Proceed to Checkout” button.





7. If you've been provided with a promo code, enter it and click the "Apply" button.

Item Total	██████
Shipping	0.00
Handling	0.00
TRANSACTION GRAND TOTAL	██████

Promotional Code:

8. Enter your payment information and click the "Submit Order" button to complete your registration.

Payment Details

Payment amount: ██████

Payment method: American Express ▼

*Card number:

*Name on card:

*Expiration date: 01 ▼ 2021 ▼

*CSC:

Card address: ██████
██████
██████
[Choose another address](#)



9. Check your email in-box.

Once you submit your registration, you will receive two email messages: a receipt from the address imis_no-reply@aaas.org and more information from the address meetings.department@aaas.org. Please check your spam/junk folder if you don't see both of these messages in your in-box.

We will email you a Zoom Events link for the workshop at least two days before the workshop begins.

If you need assistance, please email reg-help@aaas.org.