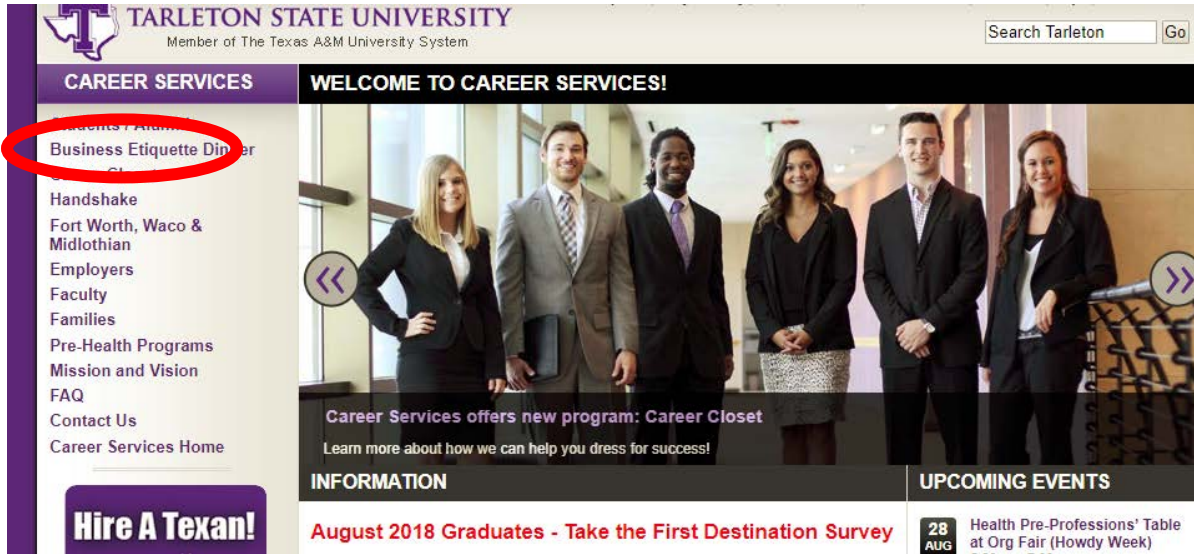
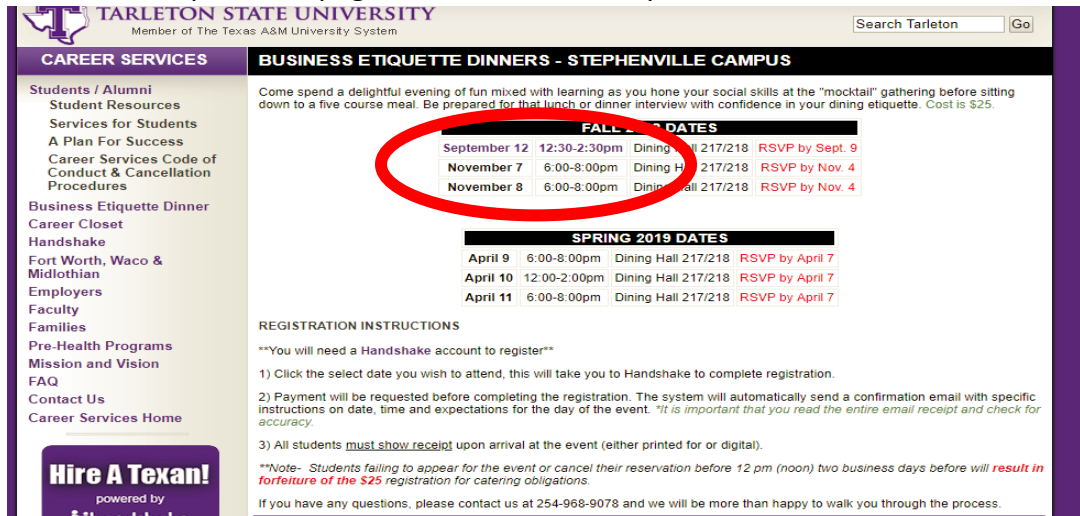


Student Guide to Registering for BED

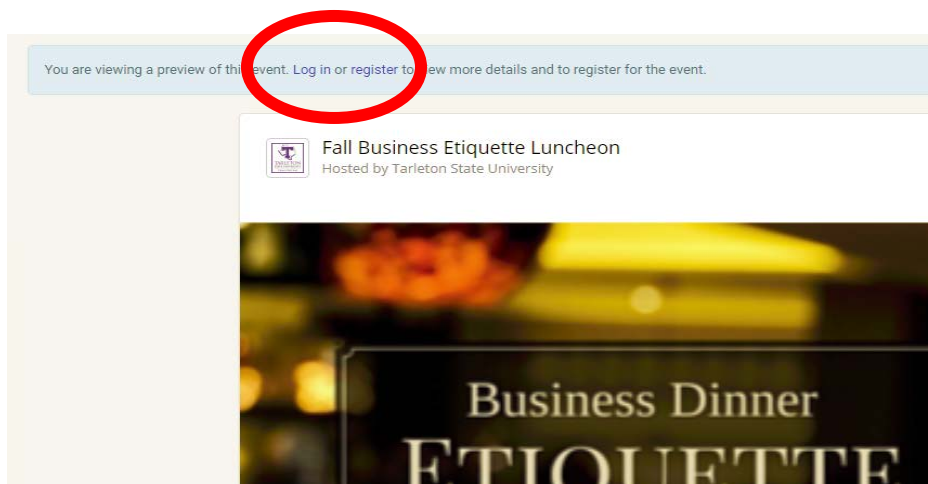
1. From the Career Services Website, Select "Business Etiquette" on the left hand side



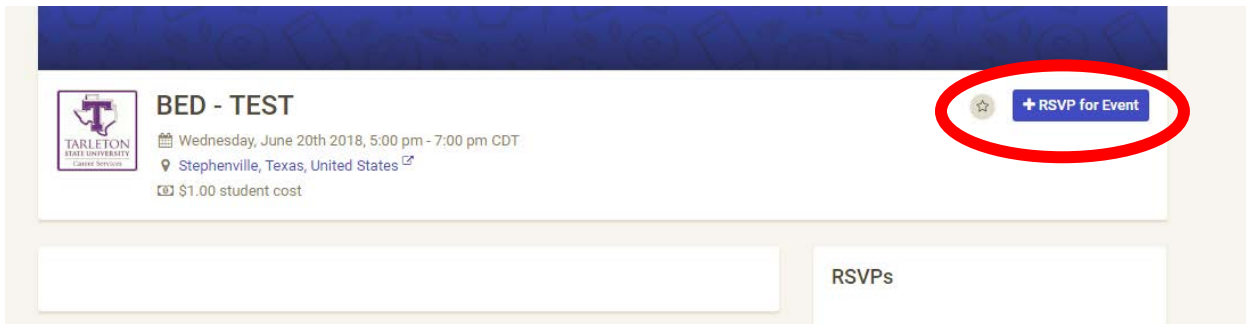
2. Follow the steps on the page and select the date you wish to attend



3. Select "LOG IN" (or "register" if you DO NOT have an account)



4. Log into your Handshake account using your Student Email
5. Select "RSVP for Event on the right hand side



6. Complete the brief survey, this will ask about professor and food allergies please be sure to fill out your food allergies on this survey!

7. Enter Payment information and select continue

Please enter your credit card information

Total: \$1.00

* Indicates required information

* Credit Card Type:

* Account Number:

* Expiration Date:

* Security Code: (View example)

* Name on Card:

Billing Address of Credit Card

* Street Address 1:

Street Address 2:

* City:

* State:

* ZIP Code:

* Country:

* Email:

* Day Phone:

8. You will receive a conformation email at YOUR TARLETON EMAIL for proof of registration

From: <noreply@tarleton.edu>
Date: June 19, 2018 at 1:11:11 PM CDT
To: <your Tarleton email address>
Subject: Notification of Payment

You have received this email from noreply@tarleton.edu in response to payment processing.