

2021 JASNA AGM REGISTRATION GUIDE

This guide shows the fields you will see in the registration system, in order. Please follow these important tips for a stress-free experience:

- **Please plan your selections in advance!** The registration system times out at 20 minutes of inactivity, and if this happens you will lose all your entered data and have to start over. Look for the red **PLAN AHEAD** links below to review the information you'll need to make your choices. If you want to attend a tour or workshop with a friend, now is the time to coordinate your plans so that you both end up in the same session.
- **IMPORTANT UPDATE:** Each registrant, whether Attendee or Companion, must have a unique email address. If you share an email account with another registrant, we recommend you open a second account. If you cannot do this, you can register with a work email, an old email, even a relative's email, anything that is not being used by another AGM registrant -- we'll help you sort it out after you are registered. If there is no other option, if two people share an email account and both are registering, try inserting a plus sign and the number 1 (+1) before the @ in the email address (e.g., myname+1@gmail.com). This works for Gmail and Outlook but may not work for all email systems.
- Familiarize yourself with the "refresh" button on your internet browser. When registration opens, if you don't see the REGISTER button on the [registration page](#) or it doesn't take you to the registration system after 12:00 on July 14, you may need to clear your cache. Here's an article on how to do that: [How to Clear Internet Cache in Every Major Browser \(lifewire.com\)](#). Alternatively, open a Private window in your browser and use it to go to the registration page.
- Once you pass the first page of your registration, your slot at the AGM is subtracted from the total available and is assigned to you. Don't hesitate, but don't panic, either, as you complete the remaining pages. As long as you are actively interacting with the registration system, the 20-minute timeout will not take effect.
- The registration system and JASNA's membership database are not connected. You will not need your JASNA membership number.
- Feel free to ask questions -- email lindasnewmail@gmail.com or jasnaagm@gmail.com. On registration day, we may be quite busy, but will

answer emails in the order received. If you need individual help to get registered, we will be glad to provide it, but there may be a wait.

Here are the fields you will see in the registration system when you register online:

PAGE 1: PERSONAL INFORMATION

First Name in which your JASNA membership is recorded

First Name as you want it to appear on your badge

Last Name

Email Address

Registration Type: Attendee or Companion

After you select your Registration Type, the appropriate fee will be added to your order. Click NEXT to proceed to the next page.

PAGE 2: ADDITIONAL INFORMATION

Address Line 1

Address Line 2

Country *(select in pull-down box)*

State or Province

City

Zip or Postal Code

Phone Number where you can be reached at the AGM

Emergency Contact name

Emergency Contact phone number

JASNA Membership

I am a JASNA member in good standing *(click box to agree)*

Primary JASNA Region *(select in pull-down box)*

Please select all that apply. I am a: *(click button by all that apply of the following)*

First-time AGM attendee

New JASNA member (within 2 years)

JASNA Life Member

Speaker at this AGM

Regional Coordinator

JASNA Board of Directors member (not regional board)

I grant permission for my name, city, and state to be printed in an Attendees List given to all AGM Attendees. *(Yes/No selection buttons)*

I grant permission for the appropriate Regional Coordinator(s) to receive my contact information as included on this form for the purpose of potentially organizing a Regional gathering at the AGM. *(Yes/No selection buttons)*

Meal Selection

The Banquet and Brunch are included in your registration fee. Choose your banquet entree below. All banquet meals come with Grilled Asparagus Salad (GF, DF, V), Pear Almond Tart (V) for dessert, and coffee/tea service.

Saturday banquet entree selection *(click button for selection)*

- Cumin Crusted Salmon (purple cauliflower, parsnip cream, chermoula, lemon sauce) - GF
- Cabernet Braised Short Rib (parsnip cream, crispy brussels sprouts, parmesan) - GF
- Eggplant Involtini (braised quinoa, vine ripened tomato sauce) - GF, DF, V, VG
- Will not attend banquet
- Need to discuss special dietary needs

Sunday brunch *(click button for selection)*

- Buffet brunch: dishes include fruit salad with agave nectar (GF/DF/V/VG), yogurts & cottage cheese (GF), steel-cut oatmeal with optional toppings (GF/DF/V/VG); scrambled egg whites with spinach, leeks, cherry tomatoes, farmers cheese (GF), bacon (GF), lyonnaise potatoes with caramelized onions & herbs (GF/DF/V/VG), juices, coffee, tea
- Will not eat brunch, but will attend plenary session
- Will not attend Sunday brunch or plenary session

Please see the codes above for Gluten-Free (GF), Dairy-Free (DF), Vegetarian (V), and Vegan (VG) content of meals. If you need more information about specific ingredients or have dietary restrictions that are not accommodated by the choices above, please place a short note below. We will contact you.

Dietary restrictions *(enter text in box)*

AGM Accessibility

Do you need specific support devices or ADA accommodations in order to participate in the AGM? (E.g., Assistive listening device, seating close to speakers, etc.) (Yes/No selection buttons)

Please give a brief description of any accommodations needed. The AGM Accessibility Liaison will contact you. (enter text in box)

Acknowledgment of Terms and Conditions

I have read and agree to be bound by the 2021 AGM Cancellation and Refund Policy. (click agreement box; you will not be able to proceed unless you agree)

PLAN AHEAD: Go to [2021 AGM Frequently Asked Questions » JASNA](#) to read the Cancellation and Refund Policy, and to [JASNA 2021 AGM - Chicago](#) for cancellation policies specific to Tours.

I have read and agree to comply with the JASNA Community Guidelines while in attendance at the AGM. (click agreement box; you will not be able to proceed unless you agree)

PLAN AHEAD: Go to [Community Guidelines » JASNA](#) to read the JASNA Community Guidelines.

General Data Protection Regulation Consent: I understand and agree that JASNA Officers, meeting planners, and/or Host Region volunteer staff will have access to my contact details, dietary preferences, and special requirements as provided in this system for the purposes of meeting planning, providing additional AGM information to me via email, and distributing a post-AGM survey. JASNA Officers and volunteer staff will not have access to your banking details. (click agreement box; you will not be able to proceed unless you agree)

COVID-19

HIPAA prohibits health care providers from sharing your medical information without your consent; it does not prevent JASNA from asking about your vaccination status. JASNA is not seeking, and asks you NOT to supply, any genetic information.

PLAN AHEAD: Go to [2021 AGM Frequently Asked Questions » JASNA](#) to read about the Covid Safety and Health Protocols for the AGM.

Vaccination Status: (click appropriate button)

- I have (or will have by the time of the AGM) received a complete course of the coronavirus vaccine.
- I will not have received the vaccine due to a medical condition.
- Other

I acknowledge that I am responsible for my own health and for doing my part to reduce risk to others. I acknowledge that I will be asked to verify my vaccination status upon check-in. I will not attend the AGM, or I will isolate myself if already at the conference location, if I have been exposed to someone who has tested positive for COVID-19 in the past 14 days, am not feeling

well, or exhibit symptoms of COVID-19. *(click agreement box; you will not be able to proceed unless you agree)*

I acknowledge JASNA's ability to set protocols for the safety of attendees at the AGM that may exceed local and state regulations. *(click agreement box; you will not be able to proceed unless you agree)*

PAGE 3: PERSONAL SELECTIONS

Breakout Sessions

On this page, attendees will choose breakout sessions, which are included in the registration fee. Please choose one in each group, A-F.

PLAN AHEAD: Go to jasna.org/agms/chicago2021/breakoutsessions.php to read descriptions of breakout sessions and speakers. There are 42 choices, so please review them before registration.

UPDATE: International speakers Maria Clara Piavato Biajoli, Gillian Dooley, and Hazel Jones are unable to travel to the U.S. Please do not select their sessions. If circumstances change or they are replaced, you will be able to change your selections later, but for now, please do not select their sessions.

Workshops

Four craft workshops and a dance workshop will each be offered multiple times.

PLAN AHEAD: Go to jasna.org/agms/chicago2021/workshops.php to read descriptions of workshops.

Tours and Special Events

PLAN AHEAD: Go to jasna.org/agms/chicago2021/tours-specialevents.php to read descriptions of workshops. This page contains activity descriptions and important information on accessibility and the cancellation/refund policy that applies to tours.

Optional Donation to JASNA

JASNA has taken on unusual expenses and increased contractual risk to present this AGM. If you would like to support JASNA with a donation, please add it here. *(box for dollar-amount entry)*

Click NEXT to proceed to the next page.

PAGE 4: REGISTRATION SUMMARY

On this page, you may review the data you entered and your program selections. Click PREVIOUS at the bottom if you need to go back and change anything in your selections.

Typing errors in your personal information can be corrected later if necessary. Click NEXT to proceed to the next page.

PAGE 5: PAYMENT

Please review your order information and submit your payment. You may pay by mailing in a check (must be received within 14 days) or by providing credit card information on this form.

Select Payment Method (*click appropriate button*)

- Credit card
- Personal check

Enter credit card information and billing address, if using a credit card. Click SUBMIT when done.

PAGE 6: CONFIRMATION OF COMPLETION

Congratulations! Your registration application is complete. You will receive an email as a record of your selections and payment.

Your registration will be confirmed within 10 days, once your JASNA membership and payment are verified. If you do not receive a confirmation email in that timeframe, please email jasnaagm@gmail.com.

This page is an automated confirmation by the system that your details were successfully received. Please note that JASNA only confirms registrations after payment and membership status are verified.

Thank you for preparing to register for the AGM! See you in Chicago!!!