

## **A Guide to Registration for Jenner 25:**

Register at <https://jenner2025.exordo.com/registration>. Choose whether you are registering for yourself or someone else. At this stage it is also possible to input a discount code. Click Continue.

### **Step 1: A guide for Delegates**

Details about the conference are provided in the first section. Click Next.

### **Step 2: Registration Fees**

A range of registration fees are then provided. Please choose from the range of options.

A special note for exhibitors: To register as an exhibitor and sponsor, the first nominee must register for the relevant exhibitor ticket. This provides payment to secure the sponsorship and registers the first registrant. A unique discount code will be provided for the second registrant but they must also register for the conference following these steps. Please reach out to [sponsorship@jennerglycobiologyconference.com](mailto:sponsorship@jennerglycobiologyconference.com)

for more information.

This section also includes detailed information about data protection and conference food option. Please use the space provided to outline any special dietary requirements.

Lastly, it contains a data protection blurb where participants can opt to share their contact information with Failte Ireland, the Irish tourism board.

Click next.

### **Step 3: Social Events**

In this section, detail about the banquet dinner are provided as an optional add-on with an associated cost. Relating to this event, it provides an opportunity to describe any specific dietary restrictions. Separately, a tour of the Russell Library is provided free to any interested parties on June 11<sup>th</sup> 2025.

Click Next

### **Step 4: Additional Information**

This section asks the delegate to provide their name and affiliation as they would like it to appear on their badge.

Click Next

### **Step 5: Billing Address**

This section asks for affiliation and address including ZIP code. It also requests a PO number. Please input N/A as we not accepting this option for this conference.

Click Next.

### **Step 6 Checkout**

In this step the registrants can opt to pay now or pay later by bank transfer. It also offers an opportunity to apply a discount code if you have one, eg. Exhibitors will have a discount code.

If you click the pay now by card it will link into a service that uses Stripe. Please note that processing fees will apply for this method.

If you click pay later by bank transfer, a prompt will appear that asks you to confirm that you are agreeing to pay by bank transfer. If you choose, Click Yes, agree to pay.

In this page, you can also opt to cancel registration (far right corner).

Once you have registered you will receive an email address. If it has not arrived please check your junk mail or spam. For any technical issues, please email [info@jennerglycobiologyconference.com](mailto:info@jennerglycobiologyconference.com)

We hope you enjoy our conference,

The Jenner Conference Team