

HOW TO REGISTER TO ATTEND OFFSITE:

1. Go to John Dossetor Health Ethics Centre website: www.bioethics.ualberta.ca/
2. *Select* the **HEALTH ETHICS SEMINAR** tab (left side of page).
3. *Click* on the **ONLINE REGISTRATION** link for the session of your choice.
4. *Fill* out the registration information form and scroll down to find the site you want to participate in. *Scroll* far right and *add* your seats after you *select* a site or phone line, and *scroll* to the bottom to click **REGISTER**.

If the site is not listed, scroll to the bottom of the page and *select* **ADD A SITE TO THIS CONFERENCE**. This option will immediately add your requested site, pending confirmation.

- *Select* **THE SITE/ROOM YOU WOULD LIKE TO ATTEND IN**
- *Select* **SUBMIT**

Centralized schedulers will ensure the room is available (or change it to another room), connection is booked and will send you email confirmation.

PLEASE NOTE: Registration closes 24 hours prior to event.

5. If you have any questions about the form, please contact the schedulers at:
EDM.TelehealthScheduling@albertahealthservices.ca

Please note: The audio lines are accessible from your home or office, anywhere in North America. Toll free lines are not subject to OTN fees or other provincial charges.