

## SCHED instructions and Pre-registered session help

### Pre-registered sessions on SCHED - 2018

You will see a pre-registration session published on SCHED and a black “Must purchase ticket” box will appear next to the title.

#### Schedule Matches

#### Thursday, February 8

08:30



Impressionism For Everyone! **Must purchase ticket**

Izabella Orzelski

Attendees will be able to add a pre-reg session to their schedule; HOWEVER, THIS DOES NOT REGISTER THEM!! It simply marks it in their schedule. When they add it, they will see this message:

#### Thursday, February 8

08:30



Impressionism For Everyone! Did you register?

Izabella Orzelski

GOTCHA!! This session may not be full-go to Eventbrite!

THIS IS A PRE-REGISTERED SESSION!!! In order to attend you **MUST** register directly from Eventbrite: [Buy your pre-reg ticket here!!!](#)

\*\*\*Please note: Adding this session to your schedule on SCHED **DOES NOT** register you for the session!!!!\*\*


Attention, le Déjeuner des champions est sur **invitation seulement**. Pour vous inscrire, veuillez contacter Rénée Gauvreau [r.gauvreau@lafsa.ca](mailto:r.gauvreau@lafsa.ca).

To My Sched


Close

Once the session is added to a schedule, it will show the capacity as full on SCHED. Unfortunately, I am unable to remove this and the only way to trigger the message above is to mark them as full. People must visit Eventbrite to know how many spots are left in a pre-reg session. I added the “Did you register?” to add another prompt to go to Eventbrite.


**Thursday, February 8 • 08:30 - 11:30**

 **Impressionism For Everyone!** **Did you register?**

Click here to remove from My Sched.

 <http://sched.co/CiEV>

 **Tweet**

 **Share**

**Limited Capacity full**

**Adding this to your schedule will put you on the waitlist.**

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For those who love Impressionism, it is a MUST. Using oil and chalk pastels, you will learn 2 paintings of the great Claude Monet. By learning the painterly tricks of this great master share your knowledge with your students. They will love it! The level of difficulty can be a

I will monitor the lists of who adds pre-registered sessions to their schedules and will contact them to remind them to visit Eventbrite. Please spread the word to get all pre-reg information from Eventbrite!

If anyone has any questions, please contact me at [nctca.assistant@nctca.ab.ca](mailto:nctca.assistant@nctca.ab.ca).

If you have any questions from NCTCA members about the use of SCHED, our communication director, Mike Wheeler has posted a how-to video on [mynctca.com](http://mynctca.com). Please visit the website for a step-by-step tutorial.