

Signing Up for Police Mutual Min Modules from Eventbrite

The signing up process is really easy, but to make it even easier here are the steps you need to go through when you sign up for the first time. It will only take 2 or 3 minutes.

Please note that you do not need to add any software on to your computer or tablet.

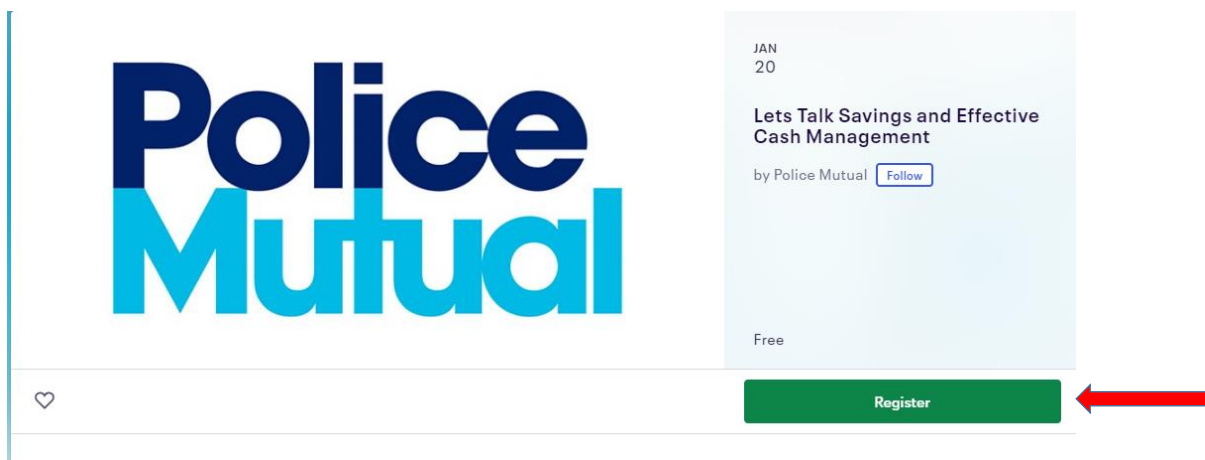
Step 1

Click on the link next to the event that you want to register for. Example:

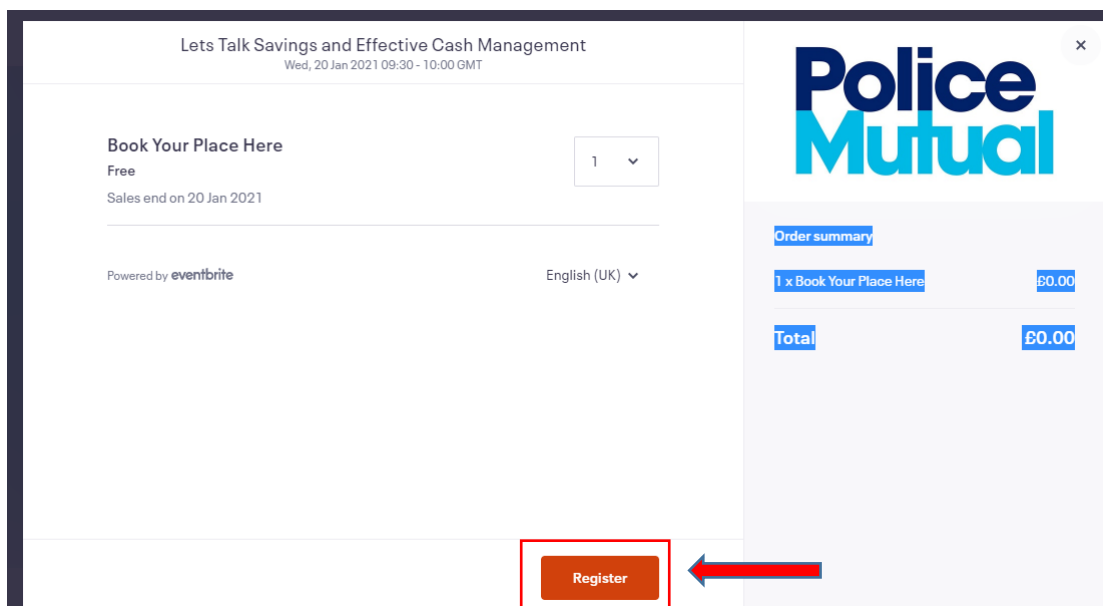
20 January 09.30 Book here: <https://www.eventbrite.co.uk/e/134012267299>

Step 2

Click on “Register”



Step 3 Click on “Register” on the next screen



Step 4

Fill in your details

You will then see a confirmation screen

**Thanks for your order!** #1573806455

YOU'RE GOING TO
Lets Talk Savings and Effective Cash Management

1 TICKET SENT TO
Ross.Hume@pmas.co.uk
[Change](#)

DATE
Fri, 22 Jan 2021 11:00 - 11:30 GMT

ONLINE EVENT
You will receive the link to the event content in your order confirmation email, and in a reminder email before the event starts.
[View Online Content](#)

[View Tickets](#)

**Police Mutual**
Created this event

[Follow](#)

Step 5

If you are a first time Eventbrite User. You will get A greetings Email to invite you to enter your details in Eventbrite. Put your basic details in as instructed. This will generate an additional email to verify your account and ask you to create a password. You only do this step once.

All Unread		Search Current Mailbox (Ctrl+E)		Current Mailbox	
	FROM	SUBJECT	RECEIVED	CATEG...	
	Eventbrite	Greetings from Eventbrite	Mon 12/10/2020 15:33		
	Eventbrite	Order Confirmation for Lets Talk Savings and Effective Cash Managem...	Wed 06/01/2021 11:50		
	Eventbrite	Activate your Eventbrite account	Wed 06/01/2021 12:24		

Step 6

You will get a confirmation Email. You can join the meeting straight from the email link “View the event”. Then follow step 7. Tod add the event to your diary scroll down and click on Outlook or calendar of your choice to add to your diary. Then click on open file to add to your diary.



Fri 08/01/2021 10:07

Eventbrite <noreply@order.eventbrite.com>

Order Confirmation for Lets Talk Savings and Effective Cash Management

To Ross Hume

If there are problems with how this message is displayed, click here to view it in a web browser.

Ross,
you've got tickets!

This event will be hosted online. Check the event page for all the information you need to join.

[View the event](#)

Lets Talk Savings and Effective Cash Management



Fri 08/01/2021 10:07

Eventbrite <noreply@order.eventbrite.com>

Order Confirmation for Lets Talk Savings and Effective Cash Management

To: Ross Hume

If there are problems with how this message is displayed, click here to view it in a web browser.

Mutual

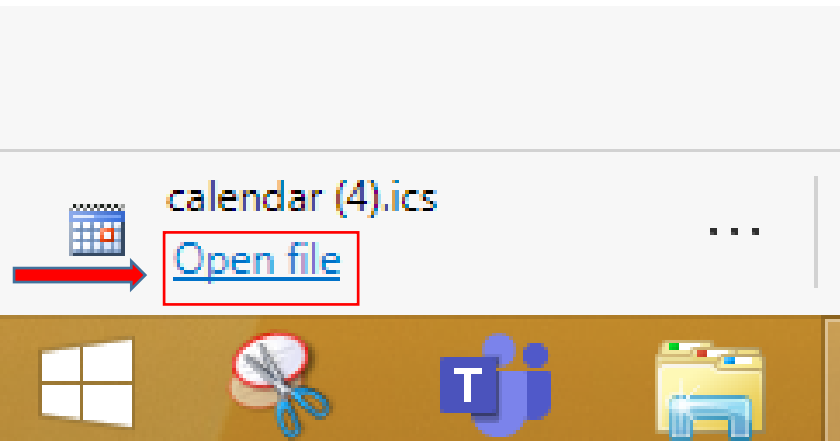
1 x Ticket

Order total: Free

Friday, 22 January 2021 from 11:00 to 11:30 (GMT)

[Add to Google](#) · [Outlook](#) · [iCal](#) · [Yahoo](#)

Location



The diary entry will look like this:

Lets Talk Savings and Effective Cash Management - Appointment

FILE APPOINTMENT INSERT FORMAT TEXT REVIEW

Save & Delete Close Appointment Scheduling Assistant Skype Meeting Teams Meeting Meeting Notes Invite Attendees Busy None Recurrence Time Zones Categorize Tags Zoom View Template My Tem

Subject Lets Talk Savings and Effective Cash Management

Location

Start time Fri 22/01/2021 11:00 ☐ All day event

End time Fri 22/01/2021 11:30

For details, go here:
<https://www.eventbrite.co.uk/e/lets-talk-savings-and-effective-cash-management-tickets-134021416665>

To access the online event page, go here:
<https://www.eventbrite.co.uk/x/lets-talk-savings-and-effective-cash-management-tickets-134021416665>

Step 7

Click on the link to join the meeting or click on the link in the email if you did not add to your diary.. Ideally do this 3 or 4 minutes before the start



NOTE. If you do not have Microsoft Teams you will asked to open Teams. **DO NOT DO THIS.** Click cancel and then click on Continue on this browser

