

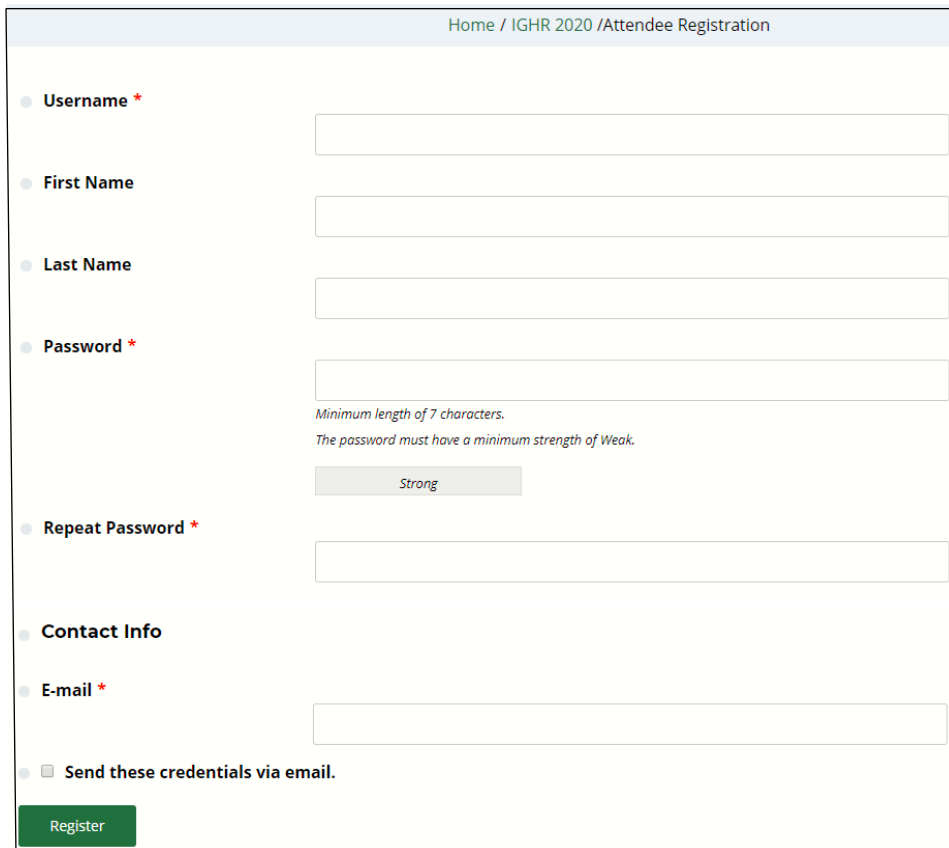
IGHR Registration: Creating or updating your account

Are you ready to register for IGHR 2020? To reserve a seat in your favorite course, you will need an IGHR account to register for the course. Expo exhibitors, Evening Session attendees (not enrolled in a course), and individuals wishing to purchase guest meal tickets will also need to create an account on the IGHR website to register for events. (An account is not needed to purchase an Evening Session ticket at the door on the night of the event.)

Creating your account

If you do not have an account (created for IGHR 2019 or 2020), you may setup a new account prior to February 1, 2020 (registration day). If you do not have time to setup an account prior to February 1st, you can create an account as part of the registration process, but this might slow you down while registering for your course.

1. Open your internet browser and enter our website address: ighr.gagensociety.org
2. Click [Faculty/Attendee Login-Logout](#). The Faculty and Attendee Login page displays.
3. Click [Account Registration](#). The Attendee Registration page displays.



Home / IGHR 2020 /Attendee Registration

Username *

First Name

Last Name

Password *

Minimum length of 7 characters.
The password must have a minimum strength of Weak.

Repeat Password *

Contact Info

E-mail *

Send these credentials via email.

4. Enter the requested information including your First Name and Last Name. To ensure your account is unique to you, enter your email address as your Username. **Note:** Once created, your Username cannot be changed.
5. Click [Register](#) to create the account
6. Record your Username and Password in a secure location for future use

Updating your account

Already have an IGHR account? Check to make sure that your Username and Password will allow you access to your account.

1. Open your Internet browser and enter our website address: ighr.gagensociety.org
2. Click [Faculty/Attendee Login-Logout](#). The Faculty and Attendee Login page displays.

Home / Faculty and Attendee Login

Faculty and Conference Attendees may use this login form if you have a current account for 2020. Faculty members are given a login by IGHR Staff. Attendees must register for the conference to get a login.

CLASS ATTENDEE ACCOUNT PRE-REGISTRATION.

[Account Registration](#)

[Lost Password?](#)

Username or Email

Password

Remember Me

[Log In](#)

3. Enter your Username or Email and Password

4. Click [Log In](#). The My Account page displays.

IGHR Institute of Genealogy and Historical Research
Georgia Genealogical Society

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[My Account](#)

Home / My Account

[CLICK TO REGISTER FOR IGHR COURSES](#) [Registration Cancellation Request](#)

Your Registrations

Title	Location	When	# Tickets	Actions
Prototype - Methods & Sources - Test		January 14, 2020 8:00 am	4	

Legend:

- Approved Registration, Active Event
- Cancelled Registration, Expired Event
- Declined Registration, Cancelled Event
- Incomplete Registration, Sold Out Event
- Not Approved Registration
- Pending Payment Registration, Upcoming Event
- Wait List Registration, Upcoming Event
- Inactive Event
- Postponed Event
- Edit the registration details.
- Resend registration notification.
- Make a payment
- View Receipt
- View Invoice

Course Add-ons and Meal Plans

Event	
Printed Course Syllabus - \$15	Registration Add-ons
Guest For Sunday Reception - \$15.00	Registration Add-ons
Guest Lunch (4 lunch tickets - Monday through Thursday) - \$102.99	Registration Add-ons
Attendee Lunch (4 lunch tickets - Monday through Thursday) - \$102.99	Registration Add-ons
Guest Dinner (1 dinner ticket - Monday) - \$36.99	Registration Add-ons
Attendee Dinner (1 dinner ticket - Monday) - \$36.99	Registration Add-ons
Guest Thursday Dinner (Thursday) - \$36.99	Registration Add-ons

Edit Your Login Information

User to edit:

Username *

First Name

Last Name

Password *
Minimum length of 7 characters.
The password must have a minimum strength of Weak.
Strong

Repeat Password *

Contact Info

E-mail *

[Update](#)


Contact Information
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Last Name
Email address:
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5. Scroll down to Edit Your Login Information
6. Update your information as necessary
7. Click 

Once you have created an account or verified your current account, you will be ready for IGHR 2020 registration on February 1, 2020.