

Geothermal: From the Ground Up 2012 Iowa Geothermal Conference Instructions for Registering

(Print this page if you wish to refer to it as you register)

Online Registration (receive a \$10 discount for registering online here):

1. Click on the **Register Now** button at the top right corner of this page
2. Complete your personal profile page by selecting a **username, password** and filling in your contact information. Please remember your username and password for future access to your personal profile. *Please disregard the nursing, social work, home address & area of expertise fields at the bottom of the page.*
3. Click **Save** at the bottom of the page when this is complete.
4. On the next page, please select whether you are registering as an **attendee, speaker, exhibitor or non-IGA member attendee.**
5. The agenda will be listed on the next screen. The schedule items in black are parts of the agenda where everyone is in attendance. The schedule items in other colors note concurrent breakout sessions. Please **select ONE of the sessions in each color/time that you plan to attend.** You may refer to the attached **Session Description and Speaker Bio documents** (printable forms listed on the right side of this screen under Documents and Files) **to determine which sessions you are interested in attending.**
6. The next screens will show the CEUs, itinerary and invoice. Then **select your payment option** and complete as directed. Finally, **answer the questions** regarding your IGA membership status, vegetarian meal option and note any special need requests.
7. The next screen will ask if you wish to confirm this registration, please **select yes.** You will be returned to the Conference History page on the Training Resources website (www.trainingresources.org) where your profile and data will be kept.
8. If you included an email address on your profile, you will automatically **receive a confirmation email message** with details for the conference.

Paper Registration:

1. Click on the Registration Form document on the right side of this screen under the Documents and Files heading.
2. This will open a PDF registration form file that you may print, complete and fax/mail in to Training Resources, as directed on the form.

After following the above directions, you will be registered for the 2012 Midwest Geothermal Conference to be held at the Des Moines Marriott on March 27-29, 2012.

***Note-** If you registered for the **Well Contractor Certification Training and Testing (Sessions 1A, 2A, 3A, 4A)**, to be held at the Des Moines Marriott on Tuesday, March 27, 2012 and wish to take the exam, the registration cut-off is **February 27, 2012** in order for materials to be sent to registrants. Registration price DOES NOT include the test fee to be paid directly to IDNR. You MUST contact the IDNR directly @ 515-725-0282 to register and pay for the exam **BEFORE** the cut-off date.

Please call Training Resources with any questions 515-309-3315.