



## International Forum Amsterdam, Session Selection Guidelines

[Access an existing booking by clicking here](#)

[Click here to view the full programme](#)

**STEP 1: You will need to enter the same email address and password that you registered with to access your record before clicking Proceed.**

If you are part of a group booking, you will not be able to enter the group registration with your own email address, unless you are the registration contact. Please request the unique amendment link from the registration contact (they will have received this in the booking confirmation email).

Registration Amendment

\* Email address

\* Password

[Request login details](#)

Proceed

**STEP 2: You will be taken to Booking Details page.**

Here you can click Edit next to your name.

Registration Details

Please check that the details below are correct before proceeding through to the Worldpay page.

Please note: the registration contact will only receive a confirmation email for this booking once payment has been successfully processed.

Registration ref:	JC15821300061	
Status:	Unpaid	
Registration date:	28/11/2017 18:12	
Registration contact's details:	Lisa Eastman	<a href="#">Edit</a>
	BMJ BMJ, BMA House Tavistock Square London WC1H 9JR 020 7874 7085 leastman@bmj.com	
		<a href="#">Add Another Attendee</a>
Attendee 1:	Lisa Eastman (Delegate)	<a href="#">Delete</a> <a href="#">Edit</a>



**STEP 3: Check your details are correct on the Delegate Details page.**  
Amend if necessary. Click [Proceed](#).

### Delegate details

* Title	Miss ▼
* First name	Lisa
* Last name/ Surname	Eastman
* Job Title/ Position	Event Assistant
* Company/ Organisation	BMJ
* Address line 1	BMJ, BMA House
Address line 2	Tavistock Square
* Town/ City	London
* Postcode/ Zip Code	WC1H 9JR
* Country	England ▼
* Contact telephone number	020 7874 7085
Alternative email address	
* Profession	Industry: Other ▼
* Specialty Interest	None ▼

**STEP 4: Unless you are planning to amend the days in which you are attending, please click Proceed to be taken to the Session Selection page.**

*Note* - selecting additional days will affect the price of your registration.

Please select the days you wish to attend

Please note that the day booking options are as follows

- Wednesday only
- 2 day Registration (Thur - Fri)
- 3 day Registration (Wed - Fri)

To de-select an option/day, please click on the relevant tick box.

Day	Attend
Wednesday 2 May 2018	<input checked="" type="checkbox"/>
Thursday 3 May 2018	<input checked="" type="checkbox"/>
Friday 4 May 2018	<input checked="" type="checkbox"/>

Back

Proceed

**STEP 5: Select your sessions**

You have now reached the Session Selection page. A full list of session titles for each day will appear on your screen. You can either click on each session to find out more information or view the full programme [here](#). Once you have made your decision, please tick the sessions you wish to attend. Once chosen, click Next.

Progress



View as:

Wednesday 2 May 2018	Location	Book
07:55 - Wednesday Registration	Registration	<input checked="" type="checkbox"/>
09:00 - 17:00 <a href="#">M2: Continuous Learning in Healthcare Delivery in The Netherlands: Regional oncology networks, outcome data and active learning at the clinical and organizational level</a>	Room 2	<input type="checkbox"/>
09:00 - 17:00 <a href="#">M3: Session yet to be announced</a>	Room 3	<input type="checkbox"/>
09:00 - 17:00 <a href="#">M4: Session yet to be announced</a>	Room 4	<input type="checkbox"/>
09:00 - 12:30 <a href="#">M5: High-Impact Leadership in the Real World</a>	Room 5	<input type="checkbox"/>
09:00 - 12:30 <a href="#">M6: Why Lecture on PDSAs When You Can Experience Them?</a>	Room 6	<input type="checkbox"/>
09:00 - 12:30 <a href="#">M7: Session yet to be announced</a>	Room 7	<input type="checkbox"/>
09:00 - 12:30 <a href="#">M8: Session yet to be announced</a>	Room 8	<input type="checkbox"/>
09:00 - 17:00 <a href="#">X1: Bernhoven, Uden: Full-scale hospital transformation to high quality, appropriate and person centered care</a>	Off-Site 1	<input type="checkbox"/>

**STEP 6: To confirm your session bookings, please click Complete Registration on the Booking Details page**

Failure to do so will result in your changes not being saved and your record not being updated.

Attendee 1:	Lisa Eastman (Delegate)	Delete	Edit
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Description	Quantity	Unit price	Total
Wednesday Registration 02/05/2018	1	£419.17	£419.17
Thursday - Friday Registration 03/05/2018	1	£954.17	£954.17
Discount: Earlybird discount	1	-£126.67	-£126.67
		Total:	£1,246.67
		Overriding total:	£0.00
		Grand total:	£0.00
		Outstanding:	£0.00

Enter promotional code

Update

Available payment methods

Credit / Debit Card

Complete registration

**\*\* Any changes made to the registration, if correctly saved, should trigger an *Amended Registration* email, which would be sent to the registration contact \*\***