

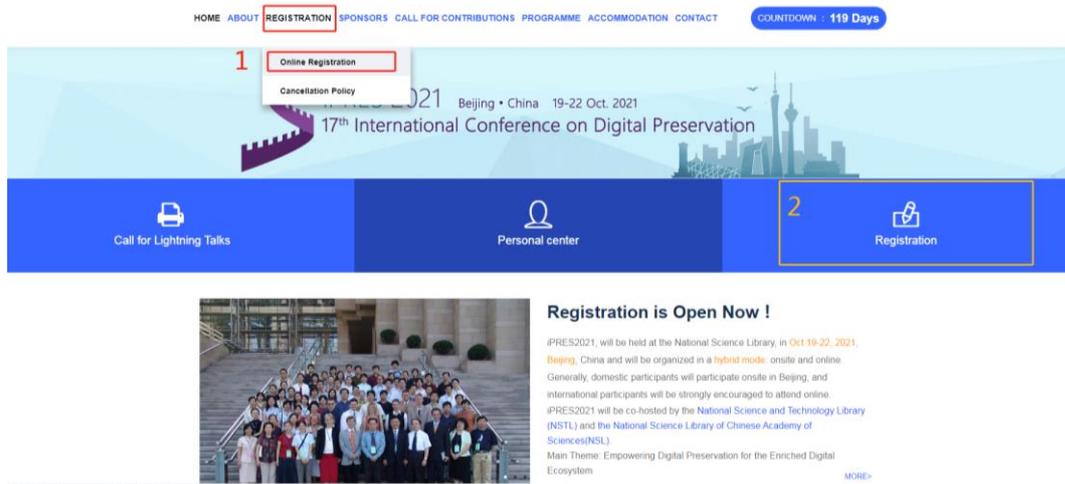


Registration Guide

<u>Step 1. Personal Information & Registration.....</u>	<u>1-3</u>
<u>Step 2. Sign in and manage your conference.....</u>	<u>4</u>
<u>Step 3 Manage Register Fee order and Pay the registration fees.....</u>	<u>5-7</u>
<u>For Oversea Participant.....</u>	<u>6</u>
<u>For Chinese Participant.....</u>	<u>7</u>

1. After you enter the official website of iPRES 2021, you may start the registration via 2 positions.

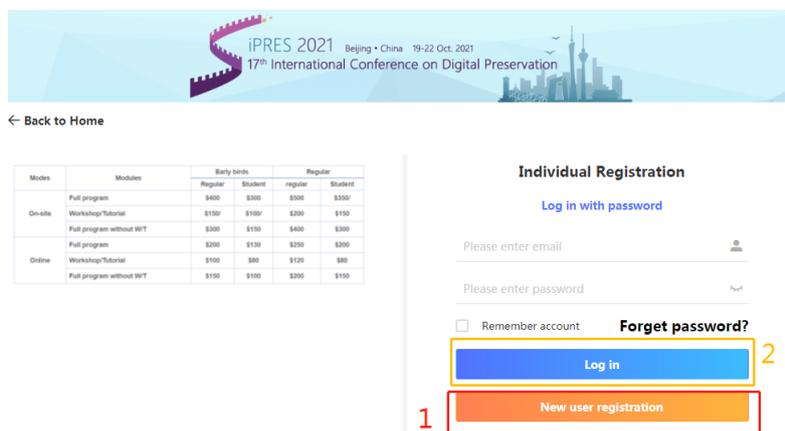
- (1) Click **REGISTRATION** and then **Online Registration OR**
- (2) Click **Registration**



2. Registration OR Login

- (1) **New User:** Please click **new user registration** if you haven't the account before.
- (2) **Registered:** You may log in to your account and skip to the Personal Center if you have registered before.

(Note: You may use your previous account if you have attended other conferences via this portal.)



Modes	Modules	Early birds		Regular	
		Regular	Student	Regular	Student
Onsite	Full program	\$400	\$300	\$500	\$350
	Workshop/Tutorial	\$150	\$100	\$200	\$150
	Full program without WT	\$200	\$150	\$400	\$300
Online	Full program	\$200	\$150	\$250	\$200
	Workshop/Tutorial	\$100	\$80	\$120	\$80
	Full program without WT	\$150	\$100	\$200	\$150

3. Please fill all the information **marked with ***.



[Back to Login Page](#)

Individual registration **Marked with * is required!**

* E-mail

* Set password
1) Your password must be at least 8 characters long. 2) Your password should contain two of the four character types: Uppercase letters; Lowercase letters; Numbers; Symbols.

* Confirm password

* First Name

* Last Name

National Identification Number

* Institute/Company

* Telephone

* Gender Male Female

* Title

* Country/Region

* Career

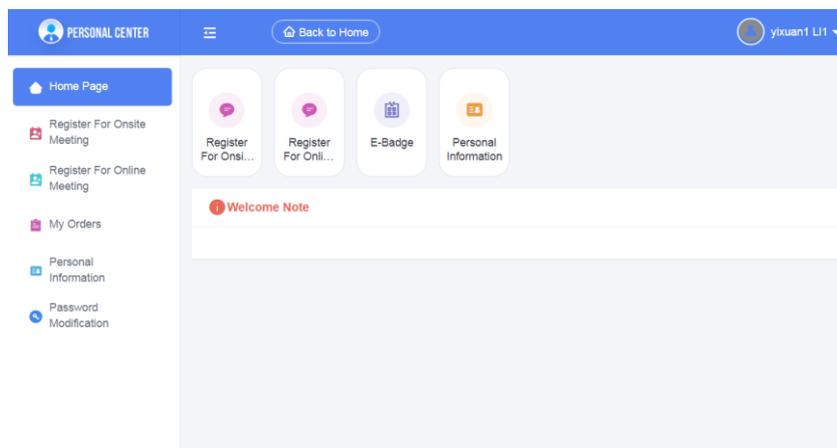
Which aspect of long-term preservation do you specifically engage in?

* How many times have you participated in iPRES?

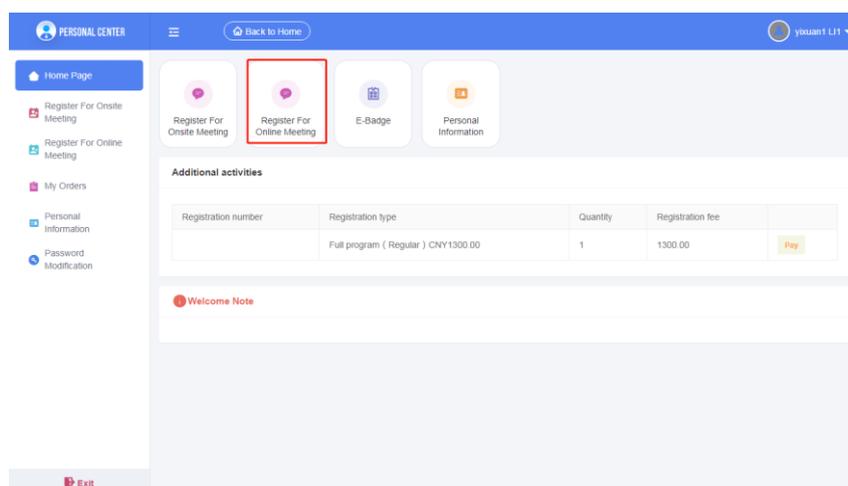
* Are you student?

If you choose "Yes", please upload your certification file by comment after registration.

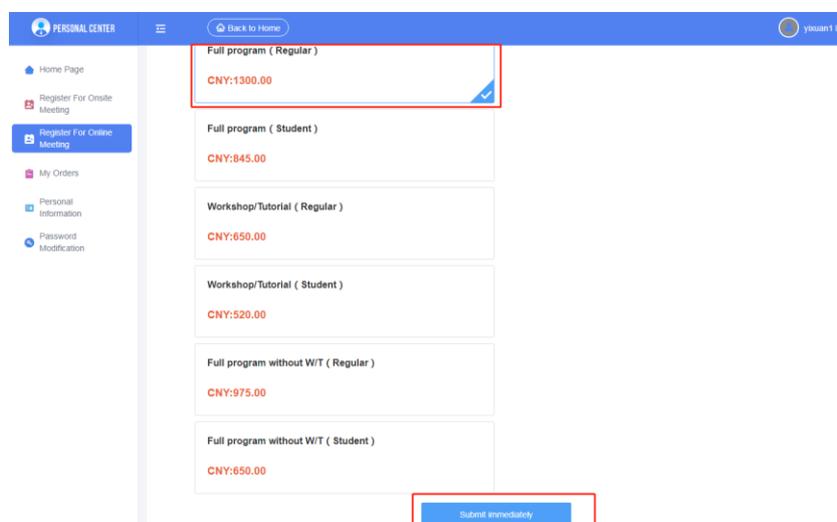
4. Registration Successfully! You may check all you need from this page.



5. For example: If you want to **register for online meeting**:



6. Select your option and click **submit immediately**.

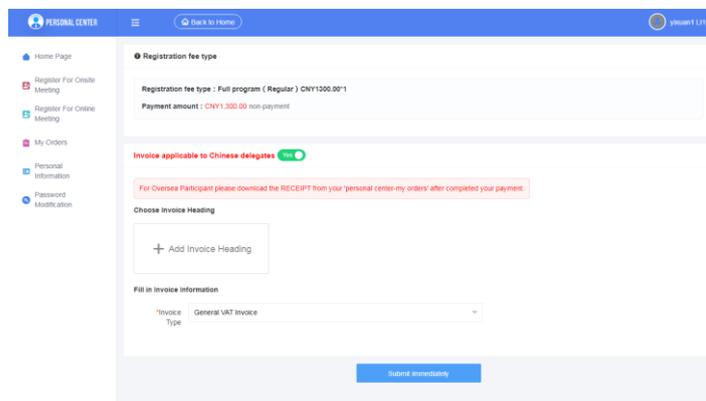


7. Please fill the information required if you want to apply the invoice (for Chinese delegates).

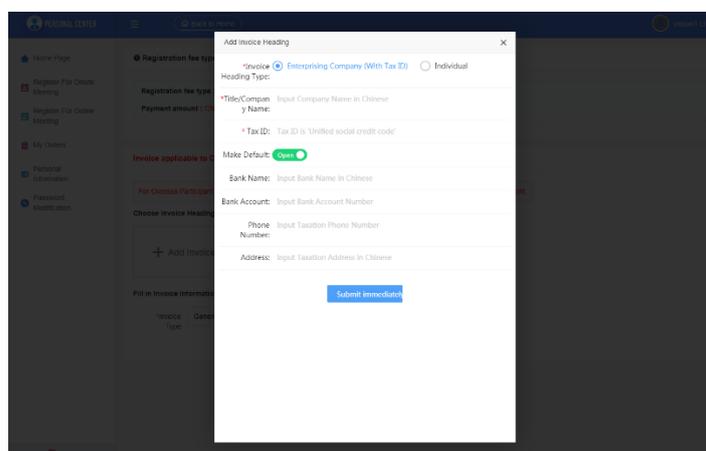
For Oversea Participant please download the RECEIPT from your 'personal center-my orders' after completed your payment.

Please switch to NO if you don't want the invoice.

After that click **submit immediately**, you may complete the payment from next page.



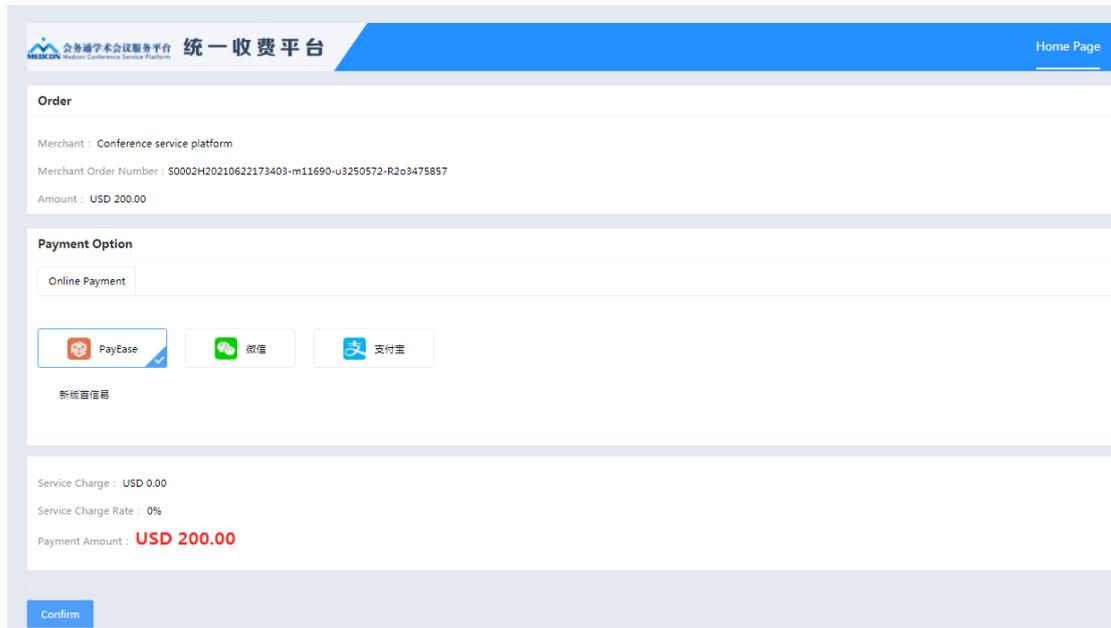
The screenshot shows the 'PERSONAL CENTER' interface. The main content area is titled 'Registration fee type' and displays 'Registration fee type : Full program (Regular) CNY1200.00*' and 'Payment amount : CNY1,300.00 (not payment)'. Below this, there is a toggle for 'Invoice applicable to Chinese delegates' which is currently set to 'Yes'. A red message box states: 'For Oversea Participant please download the RECEIPT from your 'personal center-my orders' after completed your payment.' Underneath, there is a section 'Choose Invoice Heading' with a '+ Add Invoice Heading' button. At the bottom, there is a 'Fill in Invoice Information' section with a dropdown menu for 'Invoice Type' currently set to 'General VAT Invoice' and a 'Submit immediately' button.



The screenshot shows a modal window titled 'Add Invoice Heading'. It has two radio buttons for 'Invoice Heading Type': 'Enterprise Company (With Tax ID)' (selected) and 'Individual'. The form contains several input fields: '*Title/Company Name' (with a note 'Input Company Name in Chinese'), '*Tax ID' (with a note 'Tax ID is 'Unified social credit code''), 'Make Default' (set to 'Open'), 'Bank Name' (with a note 'Input Bank Name in Chinese'), 'Bank Account' (with a note 'Input Bank Account Number'), 'Phone Number' (with a note 'Input Taution Phone Number'), and 'Address' (with a note 'Input Taution Address in Chinese'). A 'Submit immediately' button is located at the bottom of the modal.

For Oversea Participants:

You may complete you payment via PayEase.



Home Page

Order

Merchant : Conference service platform
Merchant Order Number : 50002H20210622173403-m11690-u3250572-R2e3475857
Amount : USD 200.00

Payment Option

Online Payment

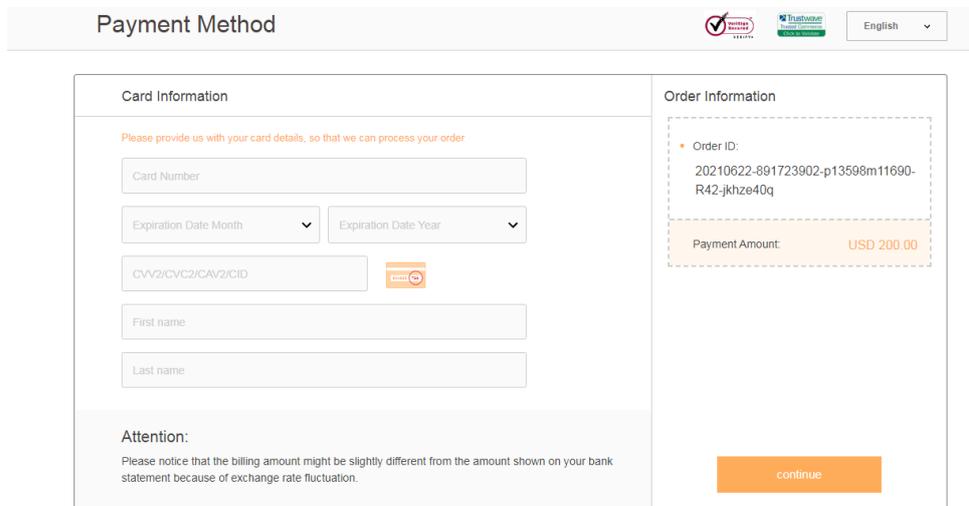
PayEase 微信 支付宝

系统信息

Service Charge : USD 0.00
Service Charge Rate : 0%
Payment Amount : **USD 200.00**

Confirm

Please fill the information and click the **Continue** to complete the payment.



Payment Method

English

Card Information

Please provide us with your card details, so that we can process your order

Card Number

Expiration Date Month Expiration Date Year

CVC2/CVC2/CAV2/CID

First name

Last name

Order Information

Order ID:
20210622-891723902-p13598m11690-R42-jkhze40q

Payment Amount: **USD 200.00**

continue

Attention:
Please notice that the billing amount might be slightly different from the amount shown on your bank statement because of exchange rate fluctuation.

For Chinese Participants:

It will provide 3 ways for you to complete the payment.

(1) WeChat or Alipay. Click **Confirm** and scan the QR code by WeChat or Alipay.



(2) PayEase for payment by card. Please fill the information and click the **Continue** to complete the payment.

