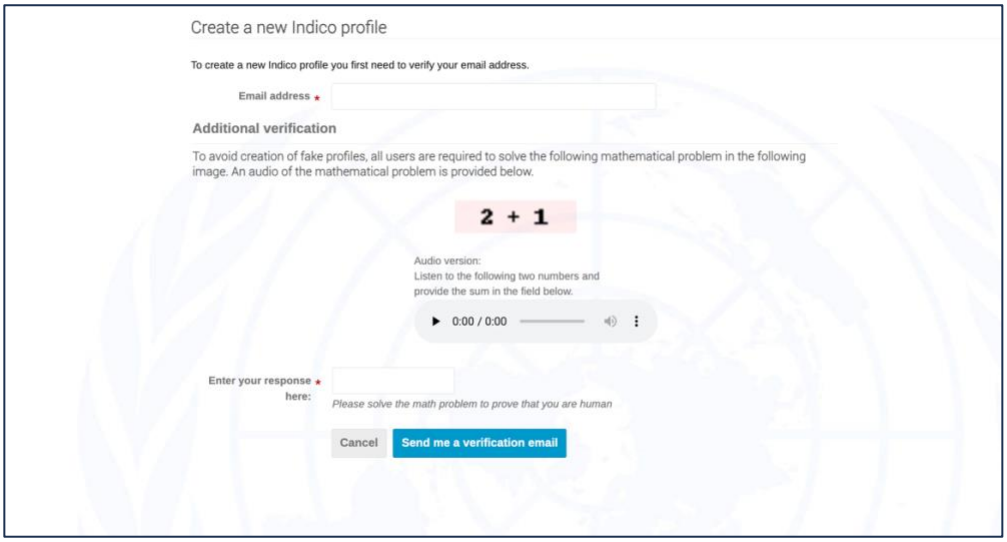
Indico User Guide for GCNT Forum 2023 Registration

This manual will guide you through how to register for your event using Indico platform.
Registration: https://indico.un.org/event/1008333/

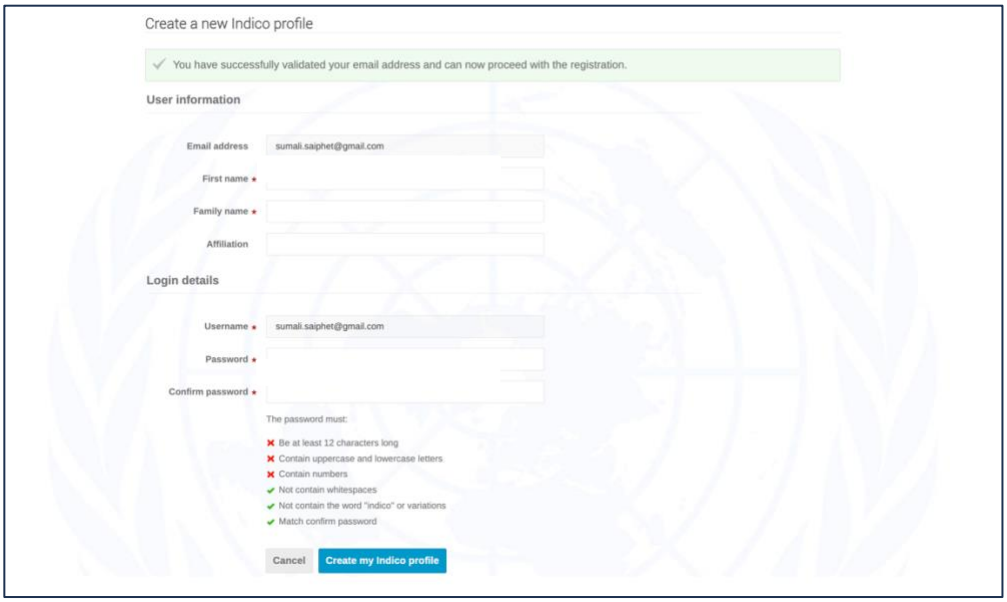
1. Click "**Log in to proceed**"

2. If you already have an account, log in to your Indico Account (skip to 5).
   If you don't have an account, click "**create one here**".

3. Verify your email address and click **Send me a verification email**. You will receive an account activation link by email. Follow the link to activate your account.

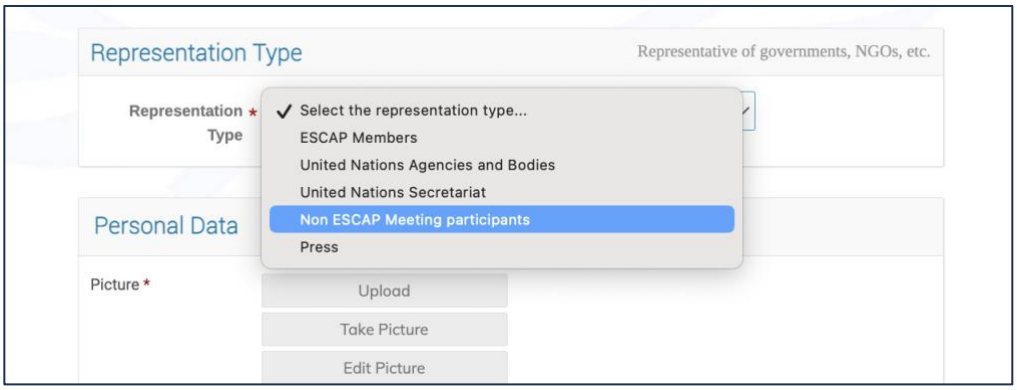


4. Complete the form and click **Create my Indico profile**

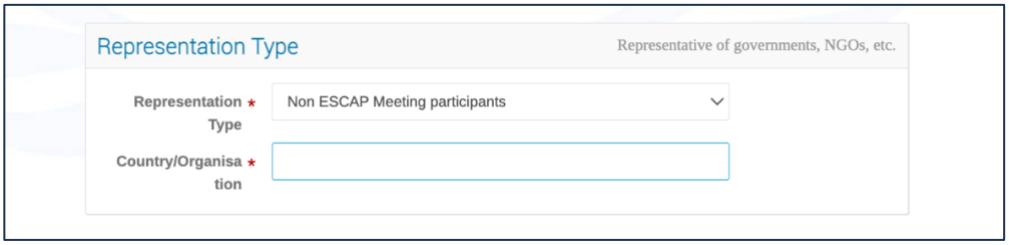


5. Go to the event page (https://indico.un.org/event/1008333/). Click **Register now**

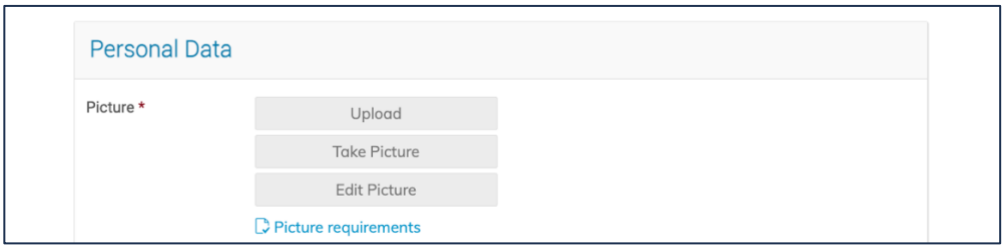
6. Under Representation Type, select "**Non ESCAP Meeting participants**"



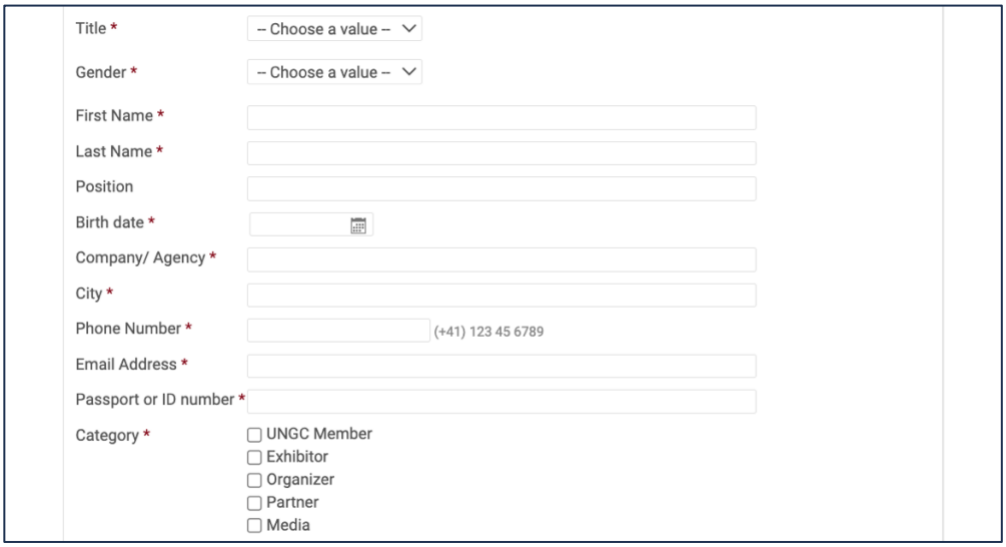
7. Fill in the full name of your organization/ company



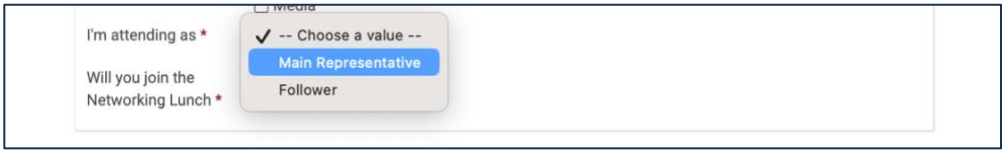
8. Upload or take a picture (in .jpg format)



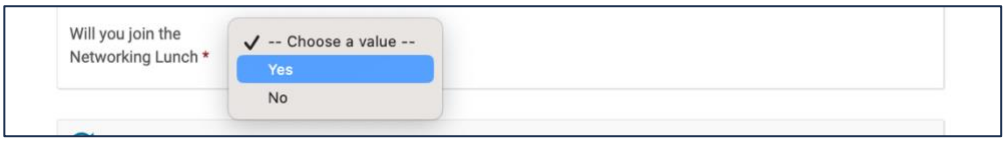
9. Fill in required information (marked with *)



10. Choose whether you are attending as “main representative” or “follower”



11. Choose whether you will be attending the Networking lunch



You will receive an automated email notification that your registration has been received and is pending approval. Once your registration has been approved, you will receive an automated confirmation email.