

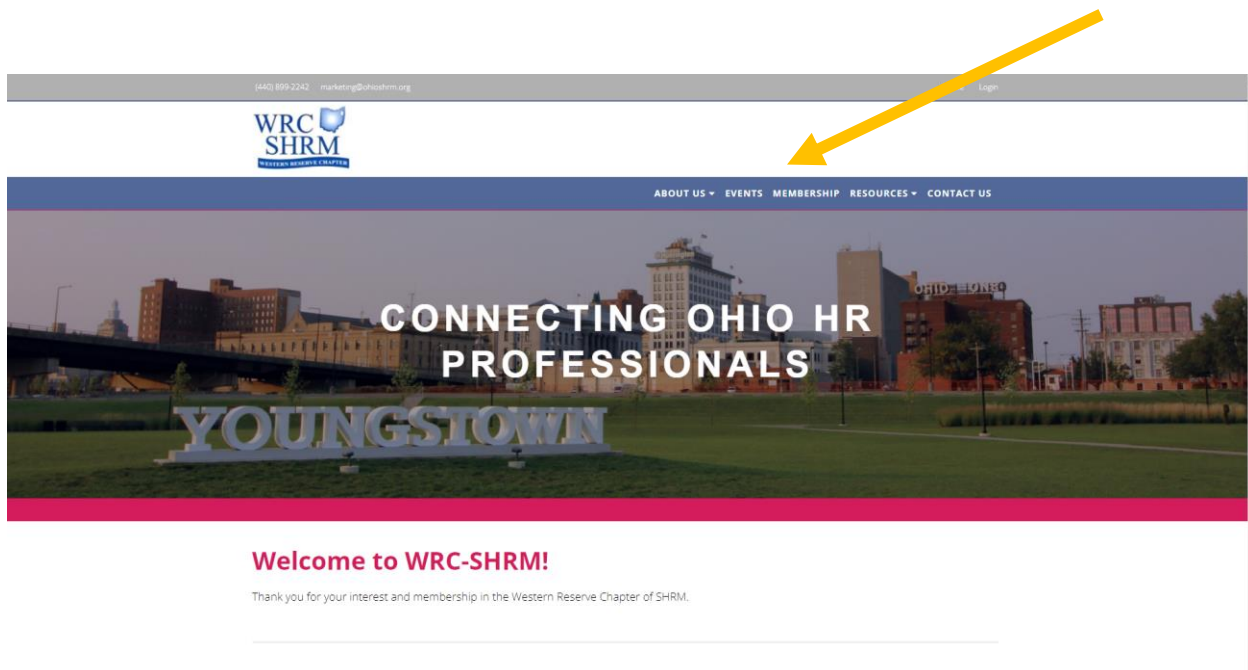


WRC-SHRM Event Registration Instructions

The Western Reserve Chapter of SHRM (WRC-SHRM) is pleased to introduce a new website and ecommerce system for our chapter members and guests.

The new system – called MightEvent - is an online payment registration system for all chapter events. The system, MightEvent, accepts MasterCard, Visa, Discover and American Express.

Visit our website with this easy to remember name – wrc-shrm.org There is a link to EVENTS on the top navigation bar. Use this convenient link to register for all upcoming chapter events.



Logging into the Mightevent System:

From the chapter website, click on the Event Tab at the top of the page and select the desired event. Clicking on the registration link will take you to the ecommerce system.

When prompted, login to the system with the following information:

- Your username is your email address
- Enter in your password: Our default password is: **wrcSHRM2021!**
- IF you forgot your password, use the handy “Forget your password” option and the system will send you login credentials to you via email.

The system will acknowledge you by first name when logged into the MightEvent System. You should see a welcome message on the top left corner of the screen.

Registering for an event:

WRC-SHRM members will have access to membership pricing for all events.

Once in the system – click on the EVENT tab and select the appropriate event option and following the steps to complete your purchase.

The system will automatically pre-fill your contact information. You will need to enter the name of the person attending the event as well as that person's email address.

Look for an email confirmation for your event registration in a few moments.

And, while in the system – click on the "MY ACCOUNTS" link at the top right corner of the page to change your password to something other than the default.

It is that easy!

Questions? Contact your chapter's website connection at WRC-SHRM@ohioshrm.org