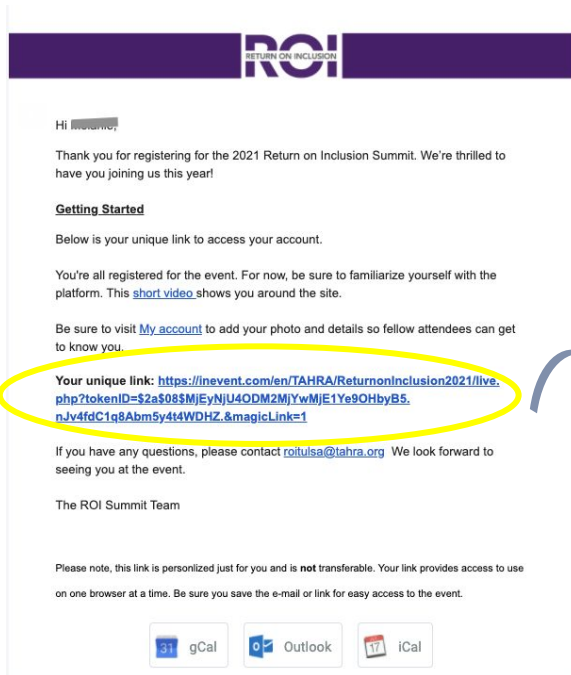


Access the Virtual Platform:

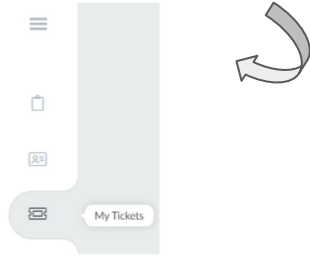
Confirmation Email



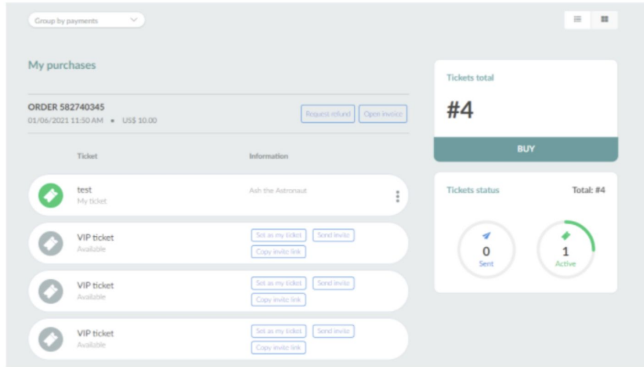
Where to find your Confirmation Email: You can search your inbox and spam folder for an email coming from ReturnonInclusion2021@ineventmail.com and/or the subject line "You're In! Access the Return on Inclusion 2021 - Talent Rising".

Unique Link: Single click access to the Virtual event (virtual lobby)

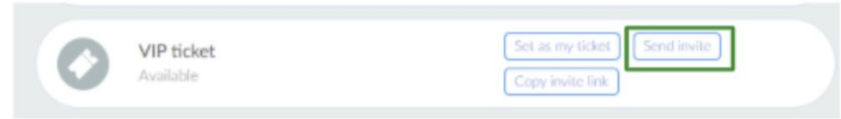
From the Virtual Lobby : Click on the 'My Tickets' Tab located in the Toolbar on the left of your screen



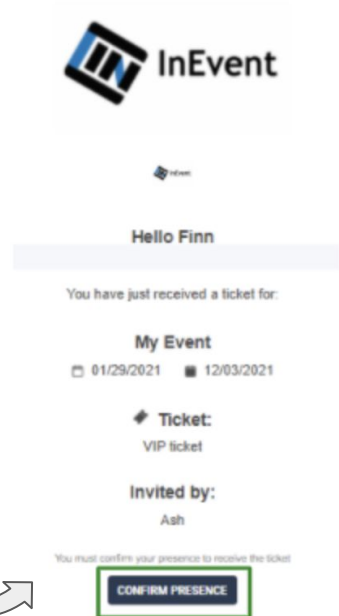
This will show you a complete view of all your tickets.



Choose the ticket you want to send to someone else and click 'Send Invite'




A window will open where you will need to add the invitee's name and email address. Once complete click 'Send'.




The person will receive the invite & to get the ticket, they need to press 'Confirm presence'

Your invitee will be redirected to the registration form. After filling it in, they will receive the confirmation email, with the ticket, information about the event and their unique access link to the event.

Once your invitee has completed the above steps, you will be able to see that the ticket you sent now has an 'owner'. (viewable in the My Tickets section).



Ticket	Information
	Ash the Astronaut ash@inevent.com