


Pass Registration Instructions

Please follow the instructions below to register the passes included in your contract.

1. Please follow your **unique pass link** that was send to you via email. If you cannot find this link please contact your Operations Manager and they will resend to you.
2. Once you click on this link you will need to **create an account**:

Welcome to Visit Connect

Hi Sam Armstrong,




Log in below to add Asia Tech x Singapore to an existing Visit Connect account. If you don't have an account already, create one below.

[Login to add event](#) [Create a new account](#)

Welcome to Visit Connect

Hi Sam Armstrong,



Log in below to add Asia Tech x Singapore to an existing Visit Connect account. If you don't have an account already, create one below.

Already have an account? [Log in to add event](#)

COMPANY *
SamTest

FIRST NAME *
Sam

LAST NAME PREFIX

LAST NAME *
Armstrong

USERNAME *

EMAIL *



NEW PASSWORD *

REPEAT NEW PASSWORD *

[Create account](#)

3. Once you have created your account you will be taken to the screen below:

Add an event



Asia Tech x Singapore


Company: SamTest

Full name: Sam Armstrong

Accept the Terms and Conditions

[Close](#) [Activate event](#)

4. Please click **Service Centre > Personnel** to start registering your passes:



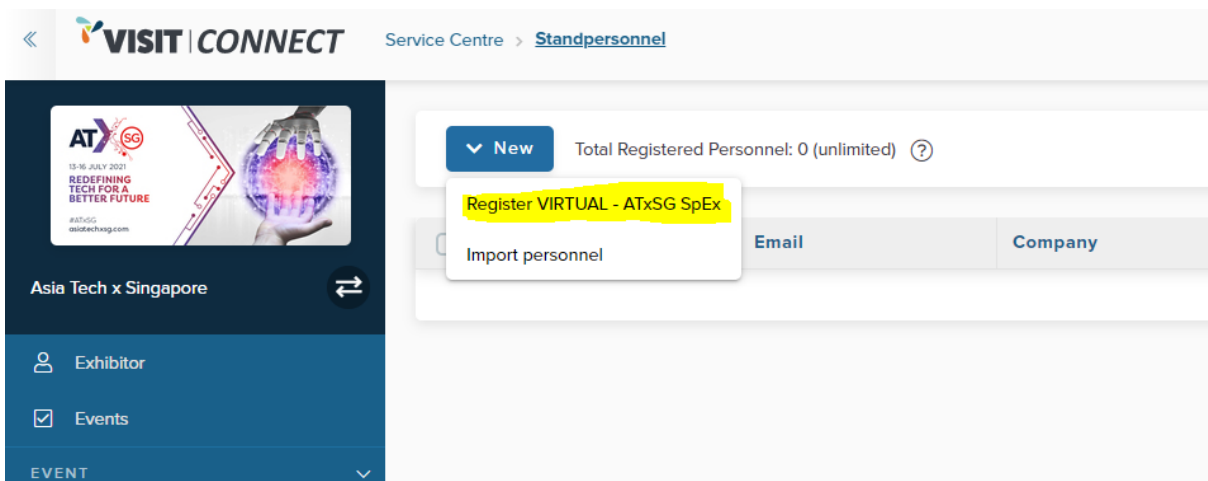
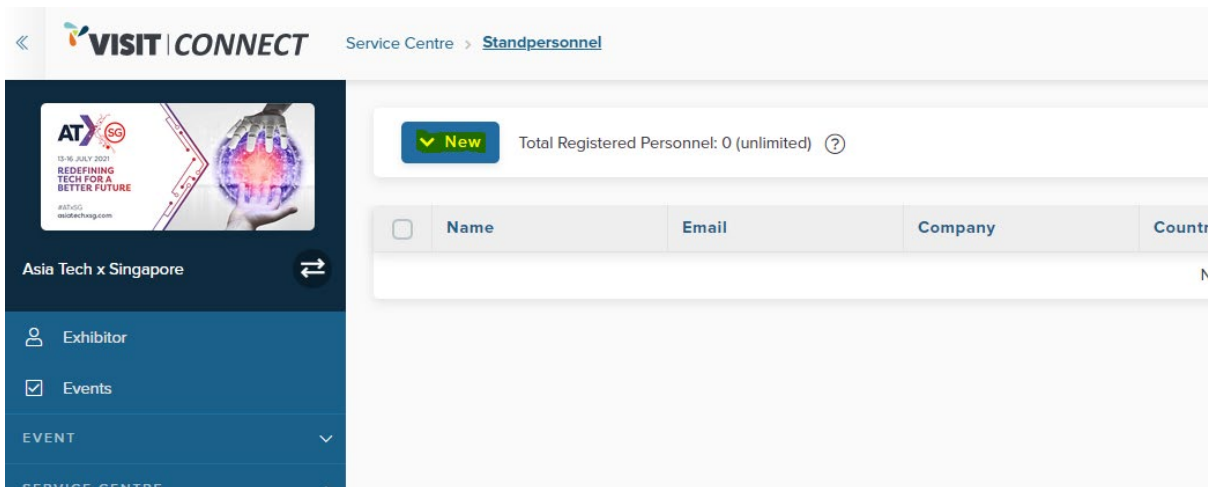
Asia Tech x Singapore

- Exhibitor
- Events
- EVENT ∨
- SERVICE CENTRE ∧
 - Standpersonnel**
- Leads

Get Ready For The Event

- Be prepared in advance content.
- Brief your staff on how
- Be relevant with the qu
- Click here to view **More**

5. Please click **NEW** and select the applicable pass type from the dropdown menu. You can then see all of your pass entitlements. Please contact your Operations Manager if there are any discrepancies in your pass allocations:



6. Please complete the information required for your attendee:

The 'Register personnel' form is titled 'Your Profile' and includes the following fields:

- Salutation * (Dropdown menu with a red checkmark icon, text below: 'Please select one')
- First Name *
- Last Name *
- Job Title *
- Company * (Text: 'SamTest')
- Country / Region * (Dropdown menu with a red checkmark icon)

A 'Close' button is located at the bottom right of the form.

7. When you see the below screen, you are all set! You will receive a confirmation message confirming your pass has been registered and the individual will receive a confirmation email:

Thank you for registering for Asia Tech x Singapore (ATxSG)

Asia Tech x Singapore (ATxSG) includes access to Anchor Events such as BroadcastAsia, CommunicAsia, SatelliteAsia, TechXLR8 Asia, Elevating Founders Asia, and accelerateHER Asia.

The **Virtual Event** will take place from **July 14-16, 2021** with **on-demand** access **through to 30 September 2021**.

Check your inbox for more information regarding your participation at this event.

We look forward to connecting shortly!

For registration enquiries, reach us at registration@asiatechxsg.com.

For sales enquiries, reach us at info@asiatechxsg.com.

8. Go back to step 4 to repeat this process to register more passes!

The screenshot shows a management interface for registered personnel. At the top, there is a 'New' button and a status indicator 'Total Registered Personnel: 1 (unlimited)'. A search bar is also present. Below is a table with columns for Name, Email, Company, Country, Registration state, Registration type, and Attendance state. One row is visible with the name 'Test Test', email 'sam.sr@outlook.com', and company 'SamTest'.

<input type="checkbox"/>	Name	Email	Company	Country	Registration state	Registration type	Attendance state
<input type="checkbox"/>	Test Test	sam.sr@outlook.com	SamTest		Registered	VIRTUAL - ATxSG SpEx	No show