GO TO:
EMICH.EDU/DIGITALDIVAS/SESSIONS
Step 2

Review Fall 2019 Breakout Session Descriptions

Click the green "+" to see the drop-down screen with each sessions’ descriptions.
STEP 3

CLICK ANY “BUY TICKETS” BUTTON

This will link you to an external Eventbrite page. All “Buy Tickets” buttons on our main website will redirect you to the same Eventbrite webpage.
STEP 4
CLICK "REGISTER"
**STEP 5**

**SELECT THE NUMBER OF STUDENT RESERVATIONS**

Note: Each reservation includes one (1) AM ticket and one (1) PM ticket which you will select on an upcoming screen.

Ex. 1: If you are a teacher reserving the tickets for your entire class of 30, select 30 from the drop-down menu.
Ex. 2: If you have your students reserve their own tickets, they should select 1 from the drop-down menu.
Step 6

Click “REGISTER”
STEP 7

COMPLETE CONTACT INFORMATION

The Contact Information section is required. The email address supplied in this section is where the order confirmation/tickets will be sent.
COMPLETE TICKET SESSION SELECTION

1.) A Name is required for each reservation.
2.) Select your school from the drop-down menu.
3.) Choose the AM session and PM session for each student.
STEP 9

COPY DATA FROM A PREVIOUS TICKET

If you are reserving multiple students and they will attend the same sessions, you can save time by copying the fields from another ticket in your cart by using the “copy data from” drop-down menu.

Note: This will copy all data from a previous ticket, including the name. All you would need to do is change the name.
STEP 10

CLICK "REGISTER"

Once you fill out all the information for each ticket submit your order by clicking "Register."
View and print your tickets by clicking “view tickets” or follow the link in your email inbox.
QUESTIONS?

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