

VERY IMPORTANT: You just registered for the Q...Now What?

You **must** do the following to set up an account.

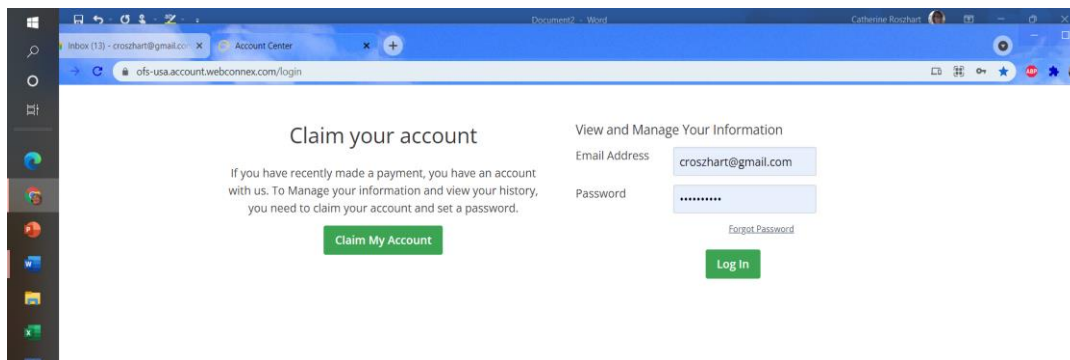
This does not happen automatically, so here are the instructions:

1. Go to your Inbox. You should have received a confirmation email.
2. Go all the way to the bottom of your confirmation email where it says:

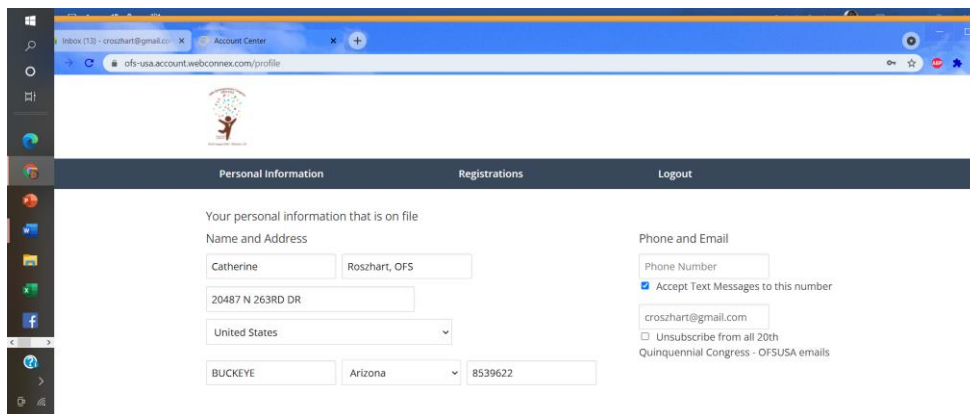
[Set Up Account Now](#)

Save and retain login and password information to access your RegFox account in the future.

3. Click on **“Set up Account Now”** in your confirmation email.
4. After you click on **“Set up Account Now”** you will see the following screen:



5. Click on **“Claim My Account”** and follow instructions.
6. Please make sure to **save your new password**.
7. You will then see this screen:



8. To **EDIT** your registration, click on **“Registrations”**, then **“View Details”**
9. Then click on **“Edit”**, to make any future changes, or to add travel information, ... and don't forget to **“SAVE”**!

If you cannot find your confirmation email and didn't yet claim (create) your account, go to: <https://ofs-usa.account.webconnex.com/login>

Questions: Email the Q Committee at ofsusa.qcongress@gmail.com