

VESA Conference Registration Instructions

1. Register through Destiny One:
 - a. Go to <https://tinyurl.com/VESA2020>
 - b. Click the **Add to Cart** button
 - c. Click **Checkout**
 - d. Click **Checkout** again
 - e. Log in under **I already have a VCE employee account** (far left log-in option) by clicking **Continue**
 - f. Log in using your PID and PID password
 - g. Complete 2-factor authentication, if requested
 - h. You will then see a Confirmation statement letting you know you have 30 minutes to complete your transaction. You will also see your Profile Page. Please enter or review your Contact Information on this Profile Page.

IMPORTANT: BE SURE THAT YOUR EMAIL ADDRESS IS SET TO YOUR '@VT.EDU' ADDRESS OR YOU WILL NOT BE ABLE TO ACCESS THE CANVAS COURSE

- i. Hit **Continue Checkout**
 - j. Check the box for the Policy Confirmation and hit **Continue Checkout**
 - k. Follow the on-screen directions to complete your registration.
2. Check your Email:
 - a. You will receive 3 emails from vceprograms@vt.edu. These emails include a Password Setup email, a Course Registration Confirmation email, and a Payment Receipt email.
 - b. You will receive an email from Virginia Tech Canvas (notifications@instructure.com) with the subject line Course Enrollment.
3. Please sign in to Canvas with your PID using this link: <https://profdev-lms.tlos.vt.edu>
4. Be sure to access the Canvas site before May 20th, and take a few minutes to become familiar with the site.