New Graduate Student Orientation Registration Instructions

New Graduate Student Orientation includes two main components: Virtual Sessions and an In-Person Resource Fair. Each component requires its own registration and may be completed on the NGSO Portal hosted by VisitDays. Please follow the instructions below to create an account in the portal and register for the NGSO 2023 (Virtual Sessions) and/or the NGSO 2023 Resource Fair (In-Person). We hope you will join us for both!

1. Begin your NGSO registration at https://orientation.manoa.hawaii.edu/events.



 \Box button at the top right of the page.

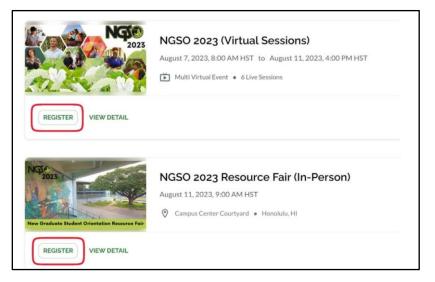
3. Next you'll be prompted to enter an email address. If you have an account for another VisitDays account, information will not be transferred to this URL. You will need to create an account specific to the UH Mānoa Orientation portal. The email you enter is where you will receive reminders from the VisitDays platform.

Note: DO NOT check the box asking if you would like to receive information about scholarships, jobs, etc. This is not linked to UH Mānoa.

- 4. After entering your email, you must create a password.
- 5. Complete the account sign up by entering the required information. If you are unsure of your UH email, please visit <u>https://www.hawaii.edu/myuhinfo/uh-email-account/</u> for details. The phone number you enter is where you will receive text message reminders directly from the VisitDays platform. International numbers may also receive text messages. Please check with your provider if fees apply. Once you complete your credentials, your profile should automatically be assigned as a Graduate Student.

Tell us a bit about yourself.	
First Name *	
Last Name *	
UH Email *	
Telephone *	
From what city will you be participating for the virtual sessions? *	
Incoming Semester *	
Class Standing *	
Please select your graduate degree program. *	

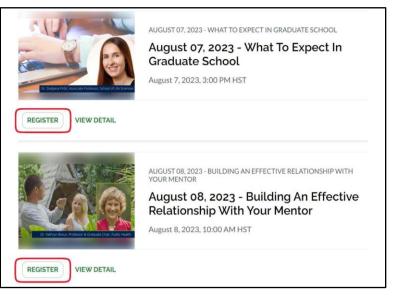
6. You will then be prompted to select an event for registration. Click the "Register" link for each *New Graduate Student Orientation* event you would like to participate in.



7. Start exploring each event by clicking the "View Detail" link for the respective event.



- 8. On the left side of the page, a navigation menu will appear and may include: Home, Live Sessions, or Topics & Resources. Live Sessions are only available for the NGSO 2023 (Virtual Sessions) event. Topics & Resources may include live sessions, videos, or other materials.
- 9. When clicking the "Live Sessions" link, all virtual sessions will appear in chronological order. Click "Register" for each session you plan to attend and they will automatically be added to your schedule on the Orientation Portal. You will also receive email and text reminders prior to each session.



- 10. To go back and explore the NGSO 2023 Resource Fair (In-Person), click "Events" at the top of the page, then "View Details" to explore information about this event.
- 11. Once on the NGSO 2023 Resource Fair event page, click the "Topics & Resources" on the lefthand menu to see which offices and programs will be at the Resource Fair.
- 12. To view your personalized full schedule of events, including Live Sessions, click "My Schedule" at the top of the page.
- 13. Even though you have set a reminder through the VisitDays platform, we strongly encourage you to also set reminders on your personal calendar.

Continue to check the Orientation Portal for updates.

If you have any questions or need further assistance with your registration for NGSO, please contact Graduate Division at <u>gdevents@hawaii.edu</u>. Thank you!!!