New Graduate Student Orientation Registration Instructions

New Graduate Student Orientation includes three (3) main components: On Demand Topic Sessions, the Resource Fair & Activities Day, and the Community Work Day. Participation in 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 On Demand Topic Sessions, Resource Fair & Activities Day, and/or Community Work Day. Spaces are limited for certain activities. We look forward to you joining us and hope to meet you in person before the start of school!

- 1. Begin your NGSO registration at https://orientation.manoa.hawaii.edu/events.
- 2. Click the "CREATE AN ACCOUNT" 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.

| Last Name * | | |
|--------------------------------------------------------|-----------------------------------------------------|------------|
| UH Email * | | |
| Telephone * | | |
| | | |
| From what city w | ill you be participating for the virtual s | essions? * |
| From what city w | ill you be participating for the virtual s | essions? * |
| From what city w Incoming Semes | ill you be participating for the virtual s | essions? * |
| From what city w Incoming Semes Class Standing * | ill you be participating for the virtual s ter * | essions? * |

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.

| 2024 2024 2024 2024 2024 2024 2024 2024 | NGSO 2024 (On Demand Topic Sessions) August 5, 2024, 8:00 AM HST to August 21, 2024, 12:00 AM HST Multi Virtual Event ◆ 5 Live Sessions | ~ |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|---|
| Register View Detail | NGSO 2024 Resource Fair & Activities Day August 19, 2024, 9:00 AM HST [®] Campus Center • Honolulu, HI | |
| REGISTER VIEW DETAIL | NGSO 2024 Community Work Day September 7, 2024, 8:00 AM HST | |

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 2024 (On Demand Topic Sessions) event. Topics & Resources may include live sessions, videos, or other materials.

VIEW DETAIL

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 NGSO Portal. You will also receive email and text reminders prior to each session.



- 10. Related to the On Demand Topic Sessions is a Live Q & A with Topic Session Presenters. Scheduled for August 15th, 9:00 am - 12:00 pm HST, students may participate in person on campus or virtually via the NGSO Portal. If you wish to reserve an in-person seat, please be sure to read the details under Topics & Resources about this opportunity and register for a space in advance. Seats are limited. A confirmation email from gdevents@hawaii.edu will be sent prior to August 15th if a space has been reserved for you. Registration for a seat does not automatically guarantee your spot.
- 11. To explore the NGSO 2024 Resource Fair & Activities Day or NGSO 2024 Community Work Day, click "EVENTS" at the top of the page, then "VIEW DETAILS" to explore information about each event.
- 12. Once on the NGSO 2024 Resource Fair & Activities Day event page, click the "Topics & Resources" on the left-hand menu to learn more about the day's activities. Information is provided about the Welina Mānoa Oli (Chant) Workshop, Resource Fair and Current Exhibitor List, Graduate Student Headshot Photos, and New Graduate Student Mixer hosted by UH Mānoa's Graduate Student Organization.
- 13. For the NGSO 2024 Community Work Day, space is limited. Please carefully review the expectations and preparation required to participate. For all registrants, a waiver must be completed and emailed to <u>gdevents@hawaii.edu</u> by September 1st in order to participate.
- 14. To view your personalized full schedule of events, including Live Sessions, click "MY SCHEDULE" at the top of the page.
- 15. Even though you will receive reminders through the VisitDays platform, we strongly encourage you to also set reminders on your personal calendar.

Continue to check the NGSO 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!!!