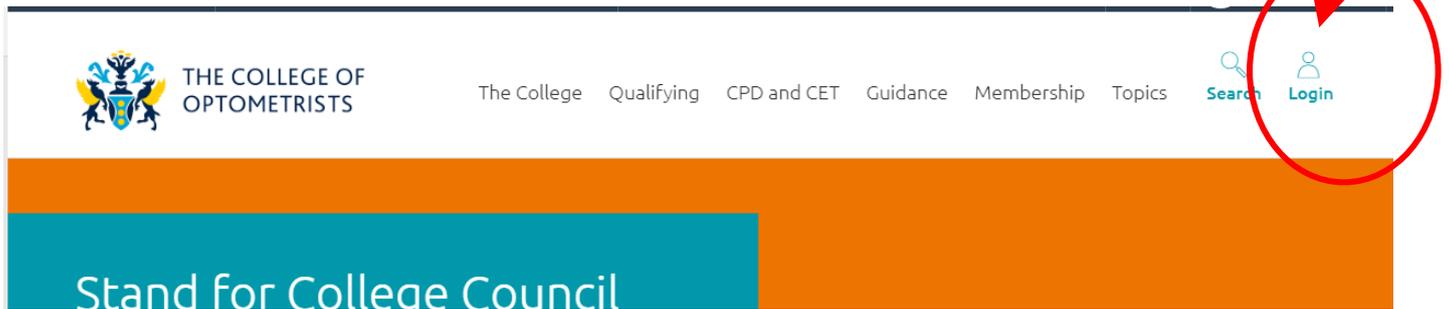




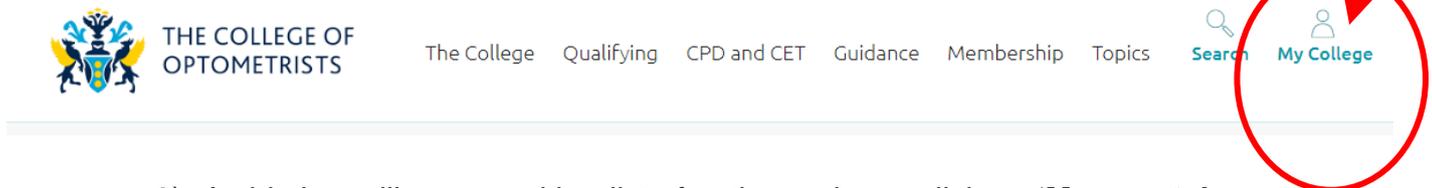
Please follow the below instructions for choosing or amending your sessions for Optometry Tomorrow 2019.

- 1) Visit www.college-optometrists.org and log in using the 'login' button in the top right corner of the homepage:

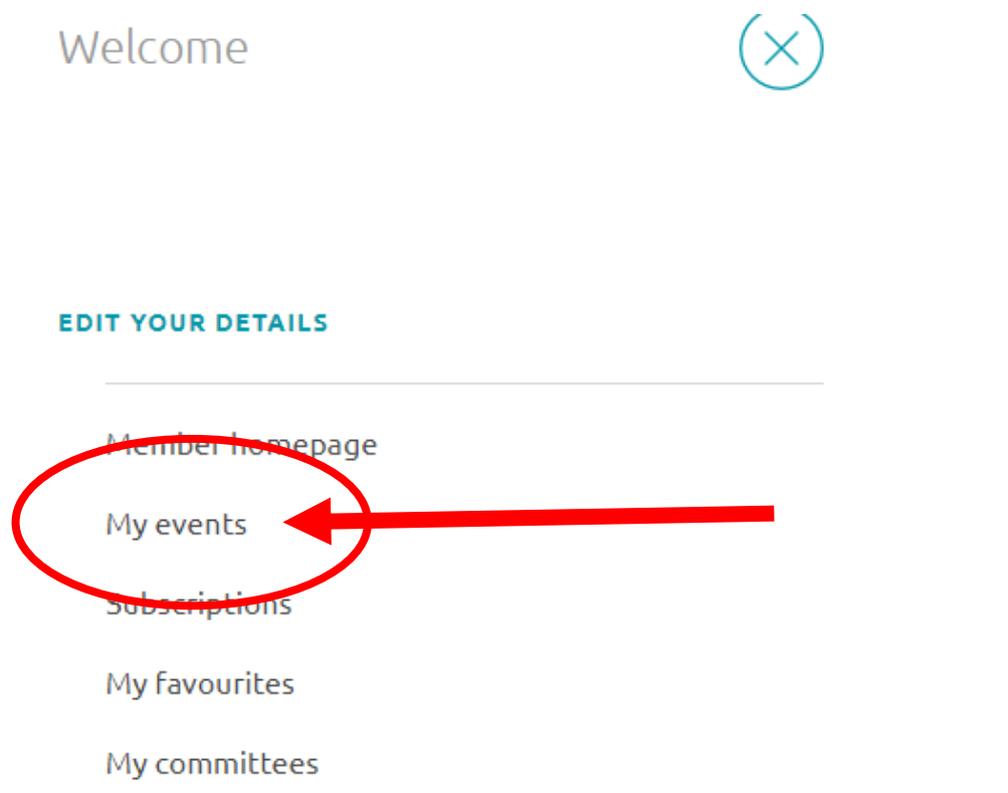


If you have any problems logging in please contact the membership team on 020 7839 6000.

- 2) Once you are logged in click on 'My College' in the top right corner of the homepage:



- 3) A side bar will pop up with a list of options, please click on 'My events':



- 4) You will then be given a list of all the events you are currently booked on to. Please click **'View booking'** on the Optometry Tomorrow 2019 event.

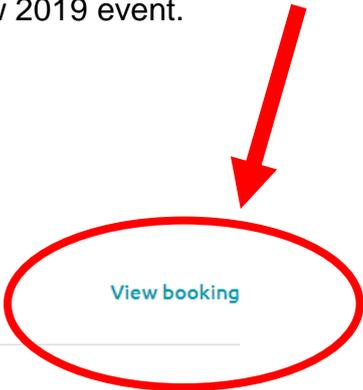
Upcoming

24 - 25 February 2019

Optometry Tomorrow 2019 **CET 16**

BIRMINGHAM | CONFERENCE

[View booking](#)



- 5) Once in your booking there will be a list of the ticket(s) you have purchased. There will be some options on the right hand side. Please click **'My sessions'**:

[Edit my details >](#)

[My sessions >](#)



You will then go through to the **'manage sessions'** page.

On this page there will be information about what your ticket includes and also a PDF of the programme if you want to download it. If you scroll down, all available sessions will be shown. **YOU MUST SELECT ONE SESSION FOR EACH TIME SLOT.** Including the networking reception, if you are not attending the reception please tick that option. As a default the programme will only show you sessions that are available on your ticket. This means that once you select a session, all other sessions in that time slot will minimise. If you want to be able to see all session just uncheck the box which is under filters on the right hand side:

Chosen sessions

Save/book sessions >

Filters × CLEAR FILTERS

Search by session title...

My sessions

Only sessions I can book

Categories	Allowance
<input type="checkbox"/> College	unlimited
<input type="checkbox"/> Lectures	unlimited
<input type="checkbox"/> Peer discussion/review	0 / 1

As a **two day ticket holder (member or newly qualified)**, you are entitled to attend **one** peer discussion OR the therapeutics peer review. Once you have selected one peer discussion/review all the other peer discussions/reviews will be greyed out so you are unable to select them.

You are also entitled to attend **one complimentary workshop** (where spaces are available). Once you have selected one workshop all others will be greyed out and you won't be able to select them. If you change your mind you must first unselect the workshop before being able to choose another workshop.

Additional workshops will be available to buy, subject to availability (£30 per workshop) from 4 December.

On the right hand menu there will be a list of the different types of sessions. Next to each type it will also give you your allocation, see below:

Filters × CLEAR FILTERS

My sessions

Only sessions I can book

Categories	Allowance
<input type="checkbox"/> College	unlimited
<input type="checkbox"/> Lectures	unlimited
<input type="checkbox"/> Peer discussion/review	0 / 1
<input type="checkbox"/> Seminar	unlimited
<input type="checkbox"/> Sponsor sessions	unlimited
<input type="checkbox"/> Therapeutics	unlimited
<input type="checkbox"/> Workshops	0 / 1

6) Select a session by ticking the check box next to the title.

Sunday Monday

9.35 AM New surgical treatments in glaucoma
LECTURES, KINGS SUITE, CET 1 ▼

Harry Potter should have had contact lenses!
SEMINAR, PAVILION, CET 1 ▼

Tablets and the eye: systemic treatments for eye diseases
THERAPEUTICS , LONDON AND CAMBRIDGE, CET 1 ▼

I will be looking around the trade exhibition/poster presentations during this time slot
OTHER ▼

10.40 AM LECTURE: Building a successful myopia management practice (VTI)
SPONSOR SESSIONS, YORK, CET 1 ▼

Taking the headache out of headaches
LECTURES, KINGS SUITE, CET 1 ▼



Once you have selected the session you want to attend the other sessions will minimise, as shown below:

Sunday Monday

9.35 AM New surgical treatments in glaucoma
LECTURES, KINGS SUITE, CET 1 ▼

10.40 AM LECTURE: Building a successful myopia management practice (VTI)
SPONSOR SESSIONS, YORK, CET 1 ▼

Taking the headache out of headaches
LECTURES, KINGS SUITE, CET 1 ▼

If you change your mind you would just need to unselect the session you have chosen and the other options will become available again.

To switch between Sunday and Monday please select the day at the top of the programme.

Sunday Monday

Once you have decided on all your sessions please select '**Save/book sessions**'.

Chosen sessions

[Save/book sessions >](#)

ONCE YOUR SESSION CHOICES HAVE BEEN SAVED YOU WILL RECEIVE A CONFIRMATION EMAIL. IF YOU HAVE NOT RECEIVED THIS EMAIL WITHIN 15 MINS PLEASE CALL THE EVENTS TEAM ON 020 7766 4377.

This is very important - if you haven't received the email, your session choices might not have been saved. Sessions do fill up very quickly especially workshops so it is important that your choices have been saved, as once a workshop is full up we cannot book you a place.

If you have any questions or have any problems please call a member of the events team on 020 7766 4377.