# Registering for a webinar recording

1. **Login** to the HBA website

2. Click on "Store" (in the left side navigation)

3. Click on the name of the webinar recording that you would like to register for.

4. Scroll to the bottom of the page and click on the " **Register Online"** button.

5. If you are not already signed in to the HBA website, you will be prompted to do so.

6. Once you have signed in, you will be taken to a page where you can click " **Register me**" or "**Register someone else**". Choose the "**Register me**" button.

7. Click "**Start registration**".

8. From the next screen, you will be able to select the registration rate and from there you will be able to click through to review your guests badge information. You will then be taken to your shopping cart to checkout.

9. In the shopping cart section, you will be able to enter a discount code if one has been provided. After the code is entered, please be sure to press "**Apply promo code**".

10. Click "**Proceed to checkout**"

11. Please enter your payment information and click " **Process my order**." Your registration is not yet complete.

12. You will receive an email that will contain a link for your recording.