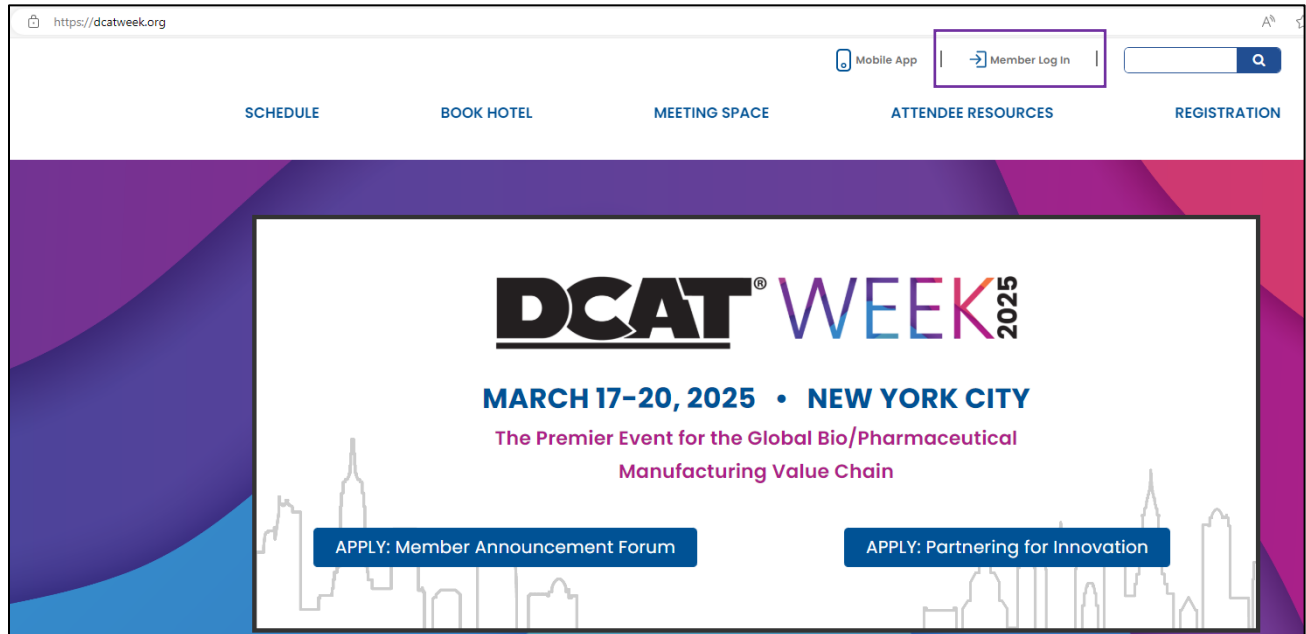


Registration Guide for DCAT Week 2025

Steps to Register

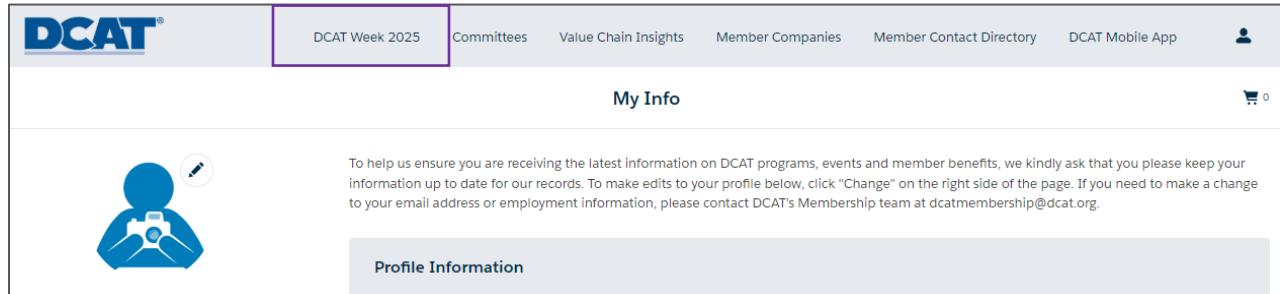
1. Visit [DCATWeek.org](https://dcatweek.org) and log in to your DCAT Member Portal.



- If you do not have an account, [New User? Click here.](#)

A screenshot of the DCAT Member Portal login form. The header reads 'DCAT® MEMBER PORTAL'. There are two input fields: 'Work Email' and 'Password'. Below the fields is a blue 'Login' button. A link for 'New User? Click Here' is highlighted with a purple box. At the bottom, there are links for 'Forgot password?', 'Recently switched companies? Notify Us', and 'Having trouble logging in? Click Here'. A red note states 'Please note this system works best in Google Chrome.'.

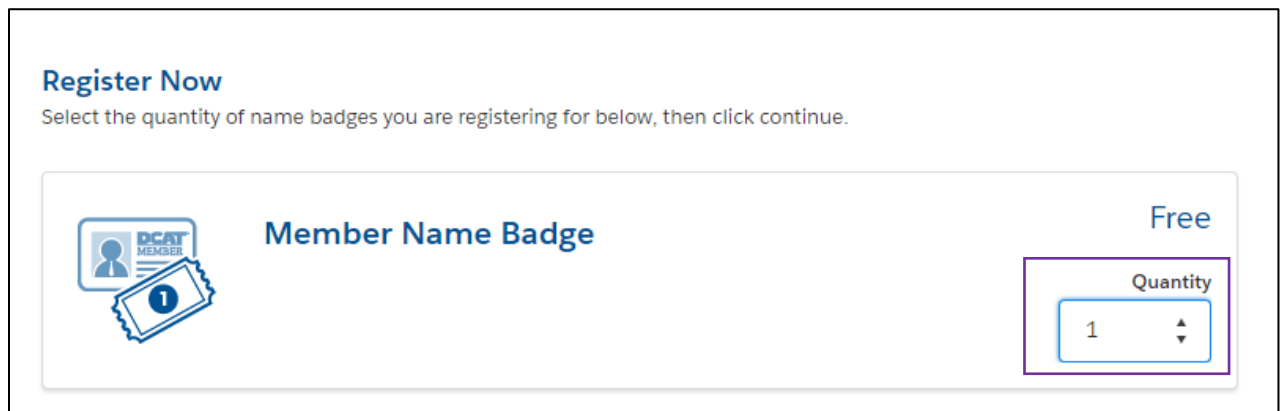
2. To register for the event, navigate to **DCAT Week 2025** in the top menu.



3. Select **Register** in the upper right corner.



4. Select the desired quantity of Member Name Badges from the dropdown menu and click **Continue**.



- For a single badge, your name will auto-populate the Attendee field.

Registering a Colleague?

Before registering on behalf of another person at your company, [click here](#) to confirm they are not already registered. Current attendees cannot be registered again and will not appear as an option in the Attendee dropdown menu.

Member Name Badge

Jane Testarani

Member Name Badge

Free

Use the field below to edit or add the attendee name(s) for your registration. If the attendee is not in our system, please enter their required information. Click continue to edit the next attendee in your list. When the attendee list (shown left) is complete, click Continue.

* Attendee

Jane Testarani

Attendee Consent


Attendee Consent

By registering for this event, you acknowledge the terms and conditions of DCAT's Privacy Policy, as outlined at dcat.org/privacypolicy, including the sharing of select personal information of our registrants with the event's corporate sponsors. You may opt out of this at any time by submitting your request at dcat.org/attendee_optout/.

* I have read and acknowledge the statement above.

Note: Ensure that individuals are **not already registered** before proceeding. Registered attendees **will not appear** in the dropdown menu.

You can view others from your company attending DCAT Week by selecting **DCAT Week Company Registrations** in the left menu.



Ryan Turner

My Info

My Invoices

Saved Payment Methods

Membership Application/Renewal

Manage Company Information

Manage Company Contacts

Company Invoices

Changing Companies? Notify DCAT

My Event Registrations

DCAT Week Company Registrations

- For multiple badges, search for each attendee's name in the portal. If a name does not appear, select **+Add (Name)** to input contact details and add the attendee.

Member Name Badge Free

Use the field below to edit or add the attendee name(s) for your registration. If the attendee is not in our system, please enter their required information. Click continue to edit the next attendee in your list. When the attendee list (shown left) is complete, click Continue.

* Attendee

Test attendee is not in our system.
[+ Add Test attendee](#)

5. Proceed to checkout:

Add the programs you wish to attend and click **Continue**.

Tickets **2** Agenda **3** Checkout 53:58

Search and Filter Schedule Items

Schedule Item Search

Show Session Filters ▾

To add all sessions displayed to the selected attendee, click the "Add All" button.
To individually add session(s) to the selected attendee, click the "Add" button for that session(s).

Add All

Cancel Order **Back** **Continue**

Monday, 17 March

9:00 AM - 11:30 AM DCAT Member Company Announcement Forum

Free **Add**

6. Complete the Payment Method information. Then click **Process Payment/Complete Transaction**.

- **Online Payment:**

March 17-20, 2025 - New York City

1. Choose a Payment Method

Online Payment

Request Invoice

Card number
1234 1234 1234 1234

Expiration date
MM / YY

Security code
CVC

Country
United States

ZIP code
12345

Would you like to save this payment method for future use?

Process Payment

Registration Summary

Ryan Turner

Member Name Badge [Edit](#) Free

DCAT Member Company Announcement Forum Free

Pharma Industry Outlook with Networking Reception \$389.00

Subtotal: \$389.00

Total \$389.00

Cancel Order Back

- **Request Invoice:**

March 17-20, 2025 - New York City

1. Choose a Payment Method

Online Payment

Request Invoice

* Email

Complete Transaction

Registration Summary

Jane Testarani

Member Name Badge [Edit](#) Free

DCAT Member Company Announcement Forum Free

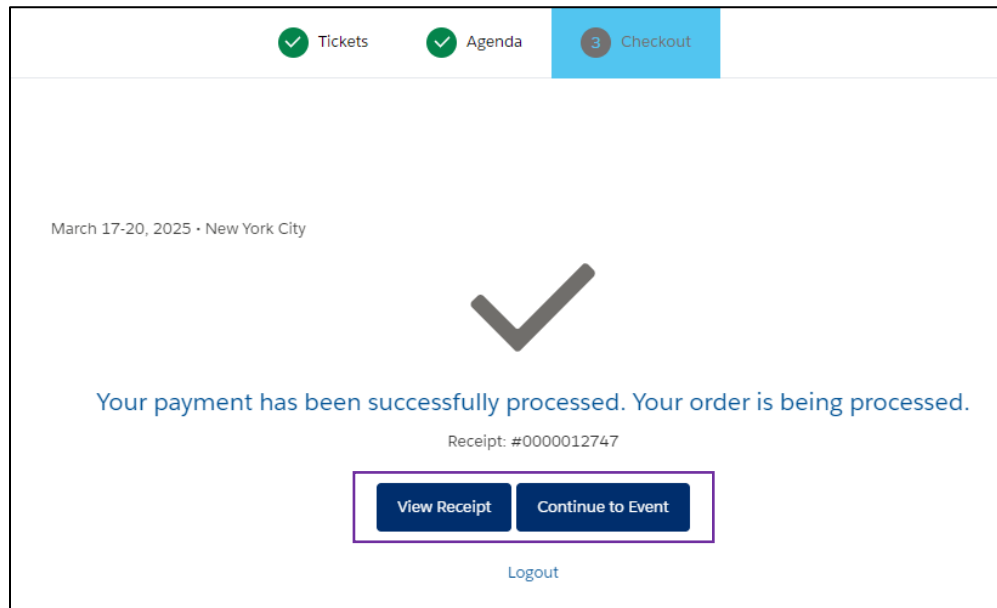
Pharma Industry Outlook with Networking Reception \$389.00

Subtotal: \$389.00

Total \$389.00

Cancel Order Back

You are now registered for DCAT Week 2025! A confirmation email will be sent to your registered email address. You can **view your receipt** or **proceed to the event** details via the portal.



Technical Support

For assistance with account access or registration management, contact DCAT Support at support@dcat.org