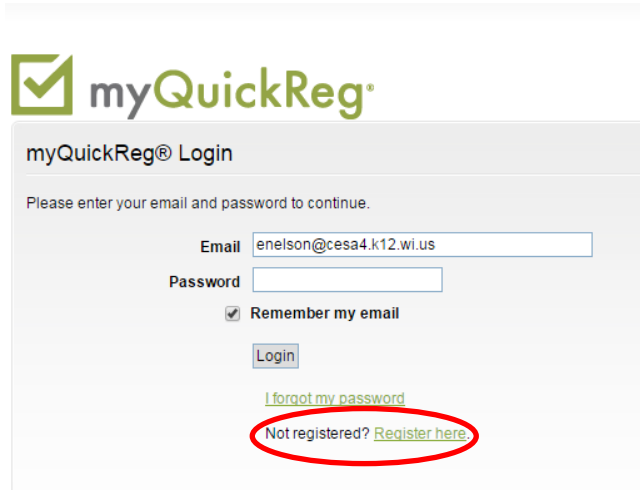


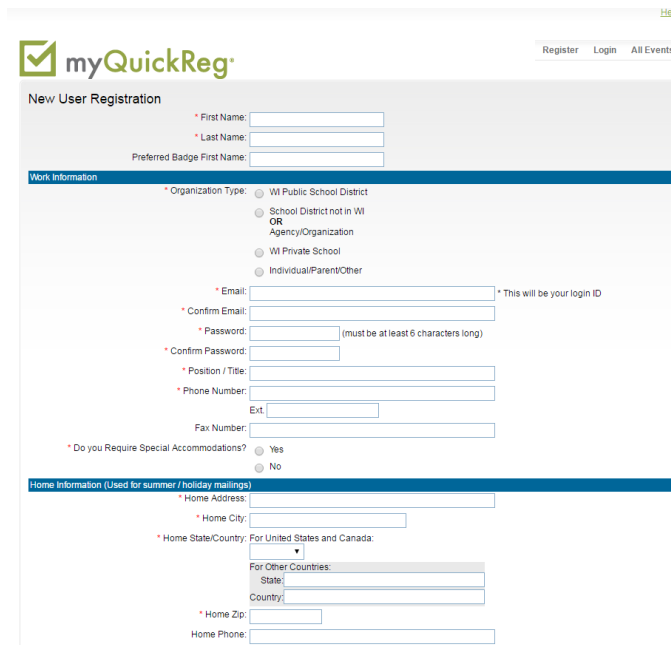
# How to add a profile and register for an event on [www.MyQuickReg.com](http://www.MyQuickReg.com)...

## Add a Profile

1. In a web browser go to [www.MyQuickReg.com](http://www.MyQuickReg.com).
2. Click on the logo on the upper left hand corner of the page.
3. Here you will be prompted to login or create an account.



4. Click Register here.
5. Enter in your information. (i.e.: name, address, position, dietary accommodations...)



6. Hit Save Profile Information/Become a Registered User at the bottom of the screen after all your information is filled in.

**Save Profile Information / Become a Registered User**

7. Now you are a registered user.

# Event Registration

1. Choose an event to register for.
2. Click the event on the calendar or enter the direct link if you have it.

June 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 (ONLINE) Reefer Sanity: Seven Great Myths about Marijuana - A Book Study (ONLINE) AODA Basics Course	2	3
4	5	6	7 Early Childhood Digital Content Curation Event	8 Early Childhood Digital Content Curation Event	9	10
11	12	13 Creative Curriculum Review for 4K/5K Including Studies and Project Approach	14 Summer CTE Curriculum & Standards Working Workshop	15 (Chippewa Falls) Youth Mental Health First Aid Summer CTE Curriculum & Standards Working Workshop	16 PDP (New) Reviewer Certification Training	17
18	19	20	21 District EE Support Meeting - Session A (Morning) District EE Support Meeting - Session B (Afternoon)	22 (Tomahawk) Helping Students Through Trauma and Loss CESA #4 YA School Coordinator's Summer Workshop	23 (Tomahawk) Helping Students Through Trauma and Loss	24
25	26 Frontline Evaluator Training--Morning Session Frontline Evaluator Training--Afternoon Session	27 WASHBURN ACADEMY: Assessment Design WASHBURN ACADEMY: Autism & AD/HD Practical Ideas for the Classroom	28 WASHBURN ACADEMY: Assessment Design WASHBURN ACADEMY: Autism & AD/HD Practical Ideas for the Classroom	29 WASHBURN ACADEMY: Assessment Design WASHBURN ACADEMY: Autism & AD/HD Practical Ideas for the Classroom	30	

3. Click Register for this Event.

WASHBURN ACADEMY: Autism & AD/HD Practical Ideas for the Classroom  
#224

[- Back](#)

**Register for this Event**

Register multiple Users for this Event  
Last Date to Register: 5/22/2017 12:00 AM

Agency: CESA 4  
Agency Contact: [Cheryl Gullickson](#)  
Agency Assistant: [Emily Nelson](#) 6087864932  
Location: CESA #4  
923 East Garland Street  
West Salem, WI 54689  
Facility: All Rooms  
Date/Time: 6/27/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/28/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/29/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am

**\*\*\*ADVANCED REGISTRATION REQUIRED! Register by May 22nd to reserve your spot!\*\*\***

You see it in your classroom everyday; the number of children diagnosed with an autism spectrum disorder has skyrocketed. Students with AD/HD continue to be common in your classroom. The good news is that there is a wealth of new research and practical ideas to make these children more successful and help you feel more confident in dealing with their academic, social, and behavioral challenges. In addition, many regular education teachers have found that the strategies that work well with students with these disorders also benefit all students in their classes.

WORKSHOP FEE: \$230.00 (UP TO 3 GRADUATE CREDITS AVAILABLE AT AN ADDITIONAL \$130.00 EACH)

Participant Cancellation Policy: You must contact CESA #4 to cancel attendance one week prior to the scheduled event. CESA #4 will only provide full refund of registration fees depending on individual circumstances. Refunds issued upon the ability of CESA #4 to cancel any financial obligations created by the registration such as meals, materials, etc. CESA #4 reserves the right to cancel any workshop due to insufficient enrollment. Participants will be notified by email or phone if a workshop is canceled. If a participant is a "No show" the school will be billed for the registration fee, or cost of the new attendance slot.

Weather Conditions: If a workshop has been cancelled due to weather conditions, every effort will be made to reschedule the workshop. If weather conditions are questionable, please call CESA #4 Voice Mail at (608) 786-4900, Toll Free (800) 514-3075. A message will be posted regarding workshop weather cancellations.

Other Helpful Hints: Room temperatures vary from one workshop location to another; so bring a jacket or sweater for maximum comfort.

Accommodations: If you need an accommodation to participate including interpreter services (sign language or other spoken language) please email the workshop contact to set up these services. A message notice is appreciated.

CESA #4 IS HANDICAPPED ACCESSIBLE

4. Choose Bill To for event fee, enter any notes and click Submit Payment Information & Continue to Payment Options.

Register for an Event

[- Back](#)

Event Title: WASHBURN ACADEMY: Autism & AD/HD Practical Ideas for the Classroom  
Sub Title: #224  
Agency: CESA 4  
Agency Contact: [Cheryl Gullickson](#)  
Agency Assistant: [Emily Nelson](#)  
Location: CESA #4  
923 East Garland Street  
West Salem, WI 54689  
Facility: All Rooms  
Date/Time: 6/27/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/28/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/29/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am

User: **Nelson, Emily**  
Event Regular Cost: \$230.00  
Override Cost:

Bill To: CESA #4

Send confirmation to additional recipients:   
(comma separated)


Notes:

**Submit Registration & Continue to Payment Options**

5. Choose payment method, enter any payment notes and click Submit.

**Make a Payment**

Event Title: WASHBURN ACADEMY: Autism & ADHD Practical Ideas for the Classroom  
Sub Title: #224  
Agency: CESA 4  
Location: CESA #4  
923 East Garland Street  
West Salem, WI 54989  
Facility: All Rooms  
Date/Time: 6/27/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/28/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am  
6/29/2017 08:30 AM - 03:30 PM Registration & light breakfast will begin @ 8:00 am

Event Regular Cost: \$230.00  
Payment Date: 4/26/2017 (m/d/yyyy) 

Billing Organization: CESA #4  
Payment By:  District  
 Personal

Payment Method:  
Payment Received:  Yes, payment has been received.

Payment Notes:

Select which registrations to apply this payment to:

6. You have successfully registered for an event using [www.MyQuickReg.com](http://www.MyQuickReg.com). You will receive an email confirmation email.