**OnTrack Registration**

1. Login to OnTrack: <http://usoe.truenorthlogic.com/>

(User name: first.lastname, password: CACTUS ID)

Unless you’ve changed this information

2. Click-on Professional Learning (second tab) and type the course number or course title in the Search box:  **Course #61457** or **UAHPERD Annual Conference**. This will take you to the meeting registration page.

3. Click on the blue **Register** button on the far right hand side of page in the Section box. This will take you to the Course Registration Information Page. Review and make sure this is the course you want to register for. If so, then click the Blue **Next** button (bottom right hand side of page).

If you successfully registered you will be directed to the next page reading “Congratulations, you have successfully registered for the course: UAHPERD Annual Conference”

If you have updated your profile information with the correct email address, then you will also receive an email message from noreply@truenorthlogic confirming your registration.

To update your information click on the MY PROFILE button in the top right hand side of the page.

If you have questions or concerns, please feel free to contact me.

Have a nice day.

Cybil Prideaux Child

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