Registration Instructions

Anyone planning to attend Oracle Industry Connect needs to register using his/her existing Oracle single sign-on (SSO) login details, or will need to create an Oracle Account in order to complete the registration process.

1. Visit the Oracle Industry Connect event site and select the 'Register' button. (**Image 1**) You will be directed to the registration page where you can find overview information before registering as well as answers to frequently asked questions. (**Image 2**) Click the 'Register now' button to begin the process.
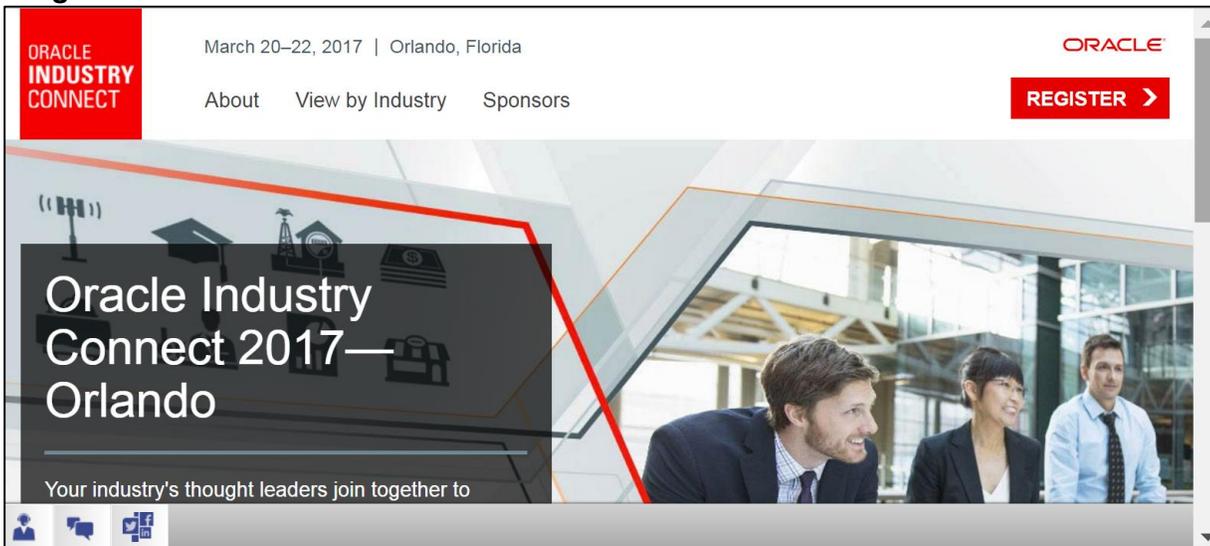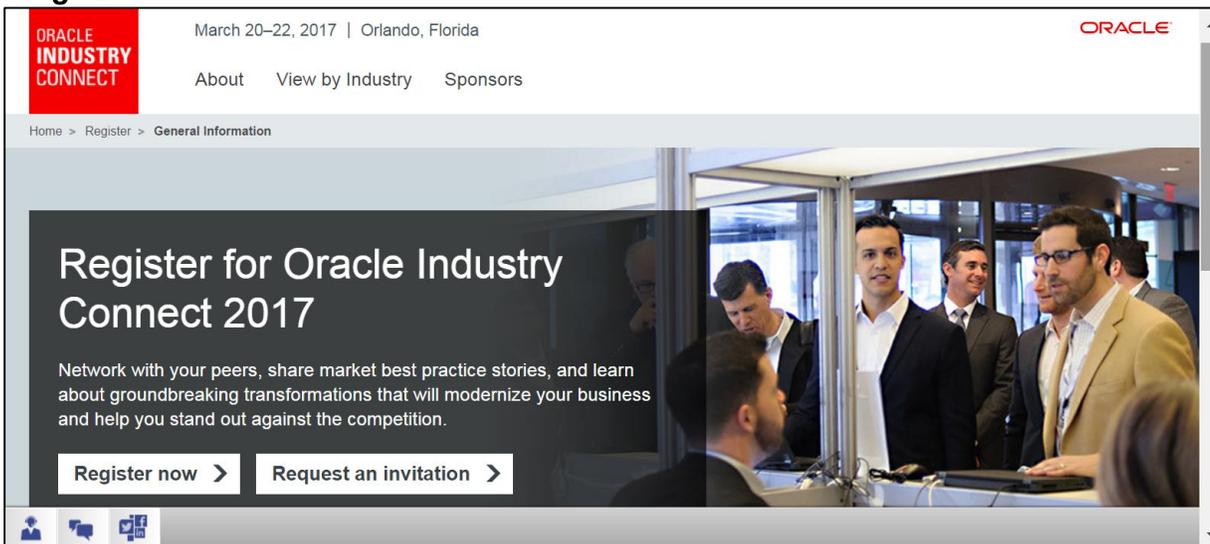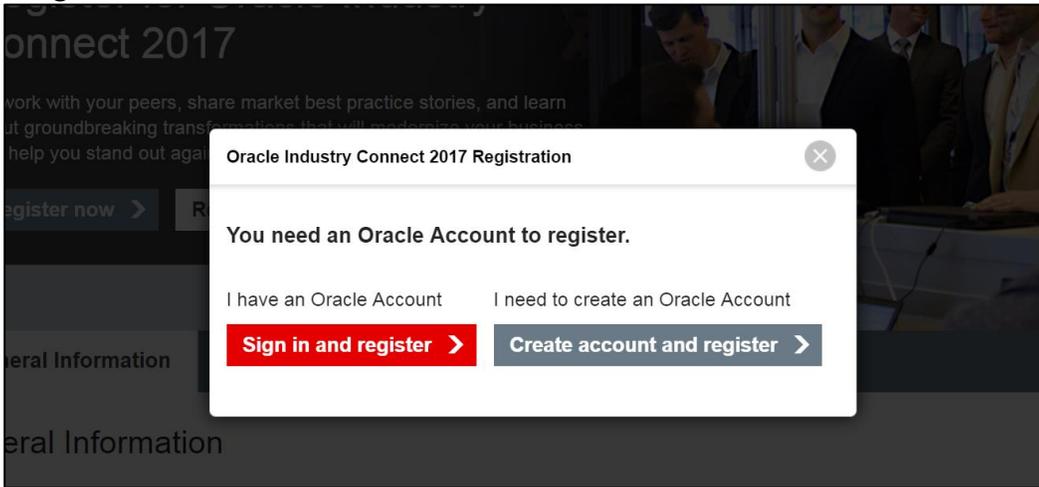
Image 1

Image 2

2. A pop up box will appear allowing you to select if you have an existing Oracle Account or if you need to create an Oracle Account. If you already have an Oracle Account, enter your username and password, click 'Sign in and register' and skip to Step 5. If you do not have an Oracle Account, click 'Create account and register' (**Image 3**), then continue to Step 3.

Image 3

3. Fill in all required fields to create an Oracle Account (***Image 4***). Please remember the password you create. Your username will be the e-mail address you enter. These login credentials will allow you to access your registration profile at any time, including when you are onsite at the event.

   Once you have entered all of the required information, click 'Create Account'.

Image 4

4. Click 'Continue' to proceed to the sign-in page (*Image 5*). You will be asked to log in with the username and password you just created. You will now continue on with your registration for the conference.

Image 5
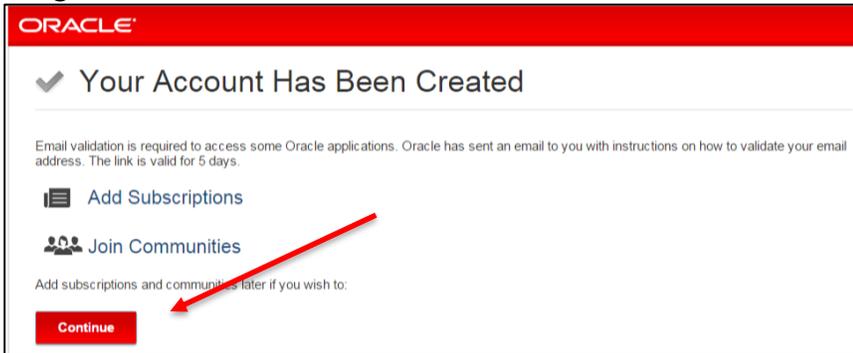
5. Please complete all questions. Questions marked with an asterisk are mandatory and must be completed. You have the option to have conference registration and housing correspondence sent to an alternate/additional e-mail address (*Image 6*). Please ensure that the appropriate boxes are selected.

Image 6

6. If you require a Letter of Invitation, select 'Yes' and complete the required details (*Image 7*). You will be required to submit pertinent passport information.

   Letters will be processed once registration is completed. Attendees are responsible for completing and submitting the visa application to their local consulate or embassy. Cancellation policy/dates will still be in effect even if your visa application is denied.

Image 7

7. All attendees, regardless of which sector they work in, must be in compliance when receiving a complimentary or discounted package. If you are employed in the private sector, you will be required to acknowledge that you are authorized by your company to accept an invitation to Oracle Industry Connect (*Image 8*).

   If you are employed by the government/public sector, you are required to download the gift and ethics compliance form. **This form must be signed by your organization's appropriate legal counsel, ethics officer, or designated executive official for gifts/ethics matters and returned to the conference registration team before the start of the event.** A link to this required compliance form is included with the compliance terms and conditions (*Image 9*) and will be provided in your registration confirmation e-mail as well.
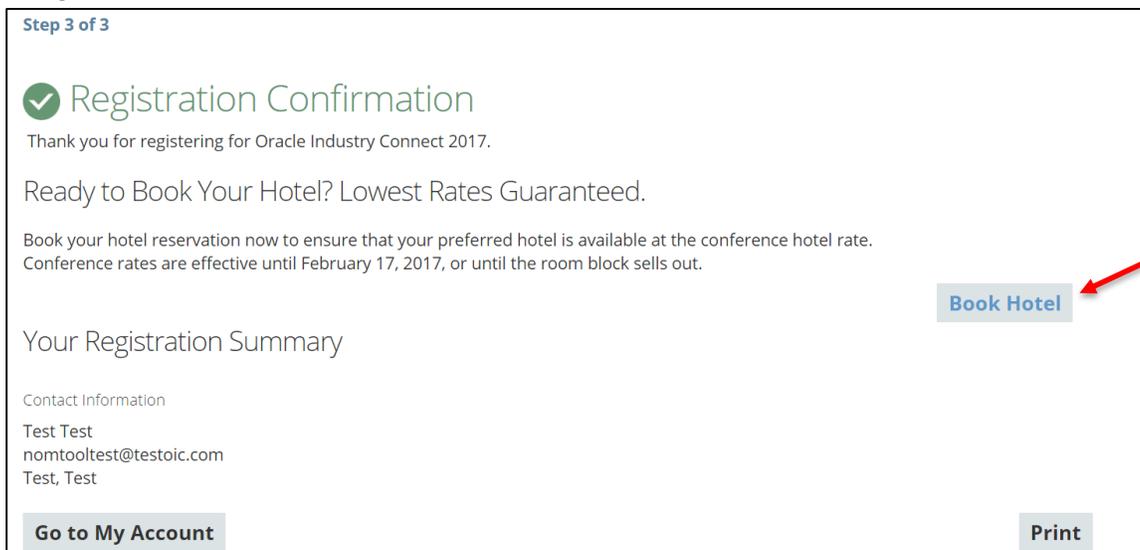
Image 8

Image 9

8. Once you have completed registration, you will receive a confirmation page and will be asked if you would like to book a hotel reservation. If you would like to reserve a hotel room, please select 'Book Hotel' (*Image 10*). A new page will appear and ask you to select your check-in and check-out dates (*Image 11*). If you have been provided a pass code, please input that before continuing.

Image 10

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INDUSTRY CONNECT
March 20–22, 2017
Walt Disney World Swan and Dolphin Resort, Orlando, Florida

Image 11

9. Hotels with rooms available during the dates you selected will appear along with the room rate (*Image 12*). For additional information, you may select 'Overview & Amenities'.

Image 12

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10. When you have decided on a hotel, select 'Find a Room' where you will be asked to select the Room Type and the number of Guests per Room (***Image 13***). Continue by clicking on 'Add Room', verify the check-in, check-out dates and room rate and click on 'Next'.

Image 13

11. Verify the first and last name(s) of the guests and email address on the reservation, submit any special requests and click 'Next' (***Image 14***).

Image 14

12. Continue the hotel booking process by submitting Personal and Contact Information and any applicable hotel loyalty numbers and clicking 'Next' (*Image 14*).

Image 14

Step 5	Personal and Contact Information

Walt Disney World Swan Resort

☆☆☆☆☆

1200 Epcot Resort Blvd.
Lake Buena Vista, FL 32830

Personal and Contact Information

Company Name	
Salutation	▼
First Name *	Test
Last Name *	Test
Address *	
City *	
State / Province *	Not Applicable ▼
Country *	United States ▼
Zip / Postal *	
Telephone *	
Email *	nomtooltest@testoic.com
Confirm Email *	nomtooltest@testoic.com
CC Email (One Email Per Line)	
Hotel Loyalty #	

Estimated Time of Arrival

Estimated arrival time at the hotel (early check-in is not guaranteed)

ETA	▼

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13. Complete the hotel booking process by submitting a credit card for guarantee (*Image 15*). The hotel will charge the credit card provided a one night room and tax deposit on February 24, 2017. Click the 'Next' button at the bottom of the page to complete your hotel reservation request. Your registration process is complete.

Image 15

Event: **Oracle Industry Connect 2017**
From: **20-Mar-2017** To: **22-Mar-2017**
View Map
Check-In: **March 20, 2017 (Monday)** Check-Out: **March 23, 2017 (Thursday)**

Step 6	Room Guarantee

Walt Disney World Swan Resort

☆☆☆☆

1200 Epcot Resort Blvd.
Lake Buena Vista, FL 32830

Payment Information

NOTE: The amount shown is an estimated total including local taxes and resort fee. The hotel will charge your credit card on file a one night room and tax deposit on February 24, 2017.

Amount *	$895.88

Please enter the credit card you will be using to guarantee your room.

Credit Card Type * [Please Select... ▼]

Credit Card Number * [   ]

Exp. Date * [▼] / [▼]
            Month   Year

Name on Credit Card * [   ]

You are not committing to your selected room until after the next step.

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1. If you time-out during the registration process, please log back in and you will be taken to the point in your registration where you left off.

Questions
If you have any further questions, contact the Oracle Industry Connect help desk Monday through Friday, 6:00 a.m. to 6:00 p.m. PT.

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