

Some of VPL's programs require registration, which is done using Eventbrite. If you do not have an Eventbrite account, you can create one using your email or by connecting through your Facebook account.

How to Browse VPL's Eventbrite Page and Create an Account:

1. Go to VPL's homepage: <u>https://www.vaughanpl.info/</u>. On the right-hand side, you will see some quick links to our social media channels and our Eventbrite page. Click on the Eventbrite Logo, "e". You can also follow this link to go directly to our Eventbrite page: <u>https://www.eventbrite.ca/o/vaughan-public-libraries-13595422412</u>.

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 You can also browse VPL's online program calendar on the VPL website (<u>https://www.vaughanpl.info/programs</u>) and click on the *Register* button for listings that require Eventbrite registration. This will take you directly to the program registration/description page.





3. To register for online programs on Eventbrite, you will need to create an account. Click on *Sign In* in the top right-hand corner of any Eventbrite page.





4. You can register using your email address or connect using your Facebook account. After entering your email address, click *Get Started*. If connecting with your Facebook account, click on *Continue as (your name)*. On the next page, fill out your information as requested (type in your email address again, your first and last name, and the password you would like to set for your Eventbrite account). Click on *Sign Up*.



- 5. Check your email for a confirmation from Eventbrite and follow the instructions in the email to confirm the creation of your account.
- 6. The Eventbrite page lists current and past events. To browse current events, click *Live Events* and scroll down. Click on the program you are interested in to find out more about the program and to register. Each listing notes whether the program is free or requires payment (Eventbrite accepts debit and credit cards, and Paypal.)





How to Register for a Program on Eventbrite:

1. Once you click on a program, it will take you to the registration page, which includes more details about the program or event. On the right-hand side, click on *Register*.

Sustainable Balcony Cardening Focusing on native plants and edibles Thursday, July 23	JUL 23 Sustainable Balcony Gardening by Vaughan Public Libraries Follow
$\land \bigtriangledown$	Register
Learn about the inspiring beauty and practical benefits of gardening on your balcony, with a focus on native plants and edibles. About this Event	Date And Time Thu, July 23, 2020 2:00 PM - 3:00 PM EDT Add to Calendar



2. The registration box will pop up. Follow the prompts by choosing how many tickets you would like, then click *Register*. The Order Summary section shows you how much the program will cost.

Sustainable Balcony Ga Thu, Jul 23, 2020 2:00 PM - 3:00 Enter promo code General Admission Free	ardening JPM EDT	Sustainable Balcony Gan rocusing on native plants mursday.juty 23	And callides
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Powered by eventbrite	English (CA) 🗸	1 x General Admission	CA\$0.00
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3. Fill in your contact information.

÷		Checkout Time left 7:15	Sustainable Balcony Gar	dening
	Contact Information		Focusing on native plants a Thursday July 23	ind edibles
	First name *	Last name Name		Veug Public E
	Email * email@gmail.com	Confirm email " email@gmail.com	Order Summary 1 x General Admission	CA\$0.0
	Eventbrite can send me email:	s about the best events happening nearby.	Delivery 1 x eRegistration	CA\$0.0
	By olicking "Register", I accept the <u>Ir</u> agree that Eventbrite may <u>share my</u> Powered by evenfbrite	erms of <u>Service</u> and have read the <u>Privacy Policy</u> . I information with the event organizer.	Total	CA\$0.00
		\mathbf{i}		
		Register		



4. After registration, this confirmation should appear. You are fully registered! An email should be sent by Eventbrite to your inbox with the details of how to access the program.

Sustainable Balcony Gardening: ORGANIZER MESSAGE Tank you for registering for Sustainable Balcony Gardening! You will receive another email with the Zoom link before the program. MERISTRATION SENT TO DATE Lukknits@gmail.com Thu, Jul 23, 2020 2:00 PM - Change 3:00 PM EDT ONLINE EVENT You will receive the link to the event constern in your order confirmation email, and in a reminder email before the event starts. View Online Content	
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5. Open the email from Eventbrite and click on *Go to online event page*. This page will contain the Zoom access link you need to join the program on that day.

Eventbrite
your order is confirmed
This event is being hosted online. Visit the online event page to access the event and get all the info you need.
Sustainable Balcony Gardening
Sustainable Balcony Gardening
1 x Registration Order total: Free
Thursday, 23 July 2020 from 2:00 PM to 3:00 PM (EDT) Add to Google - Outlook - iCal - Yahoo
View event details



Thu, Jul 23, 2020 2:00 PM EDT Sustainable Balcony Gardening rocusing on mattive plants and edibles runsday, July 23 View Event Details		Gardening
Vaughan Public Libraries is inviting you to a sch Topic: Sustainable Balcony Gardening (TRCA)	eduled Zoom meeting.	V
Time: Jul 23, 2020 02:00 PM Eastern Time (US	and Canada)	Organized by Vaughan Public Libraries
Join Zoom Meeting https://us02web.zoom.us/j/		y f Follow Conta

6. For further help, see Eventbrite's Help Center (<u>https://www.eventbrite.ca/support</u>).