Instructions for registration to Tutorial 5G-Xcast
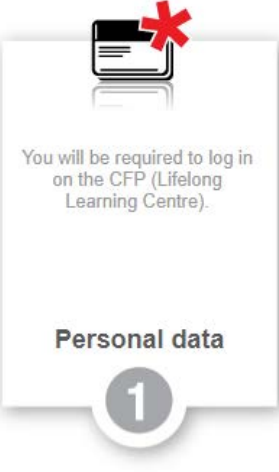
CREATE A CFP ACCOUNT
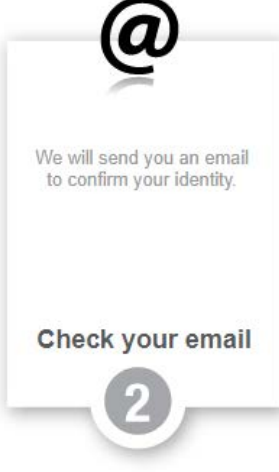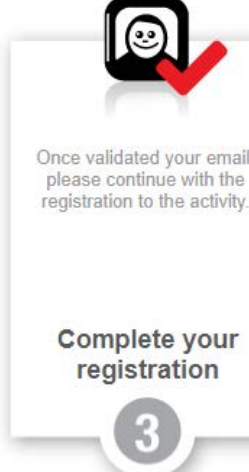
You will be required to log in on the CFP (Lifelong Learning Center).

Note that, if you already have a CFP account, go to the next step, log in and start the registration.

1. Click on the left option "Create your CFP account", read the steps and click Next.

2. Input your personal details:

- Email address
- Email address confirmation
- Login (username)
- ID number type: DNI (Spain), NIE (Spain), passport or identity card (other countries)
- ID number

- First name
- Family name

If you are UPV member or you have already registered on this site, please click here.

Register
After this process, you can manage your registration through our intranet, you can also make the payments, downloading the certification and apply for other activities that could be suit your interest.

Personal details

E-mail address: *	
Confirm your e-mail: *	
login: *	
Id number type: *	○ DNI (Spain) ○ Passport Number ○ Identity Card Number (other country) ○ NIE (Spain)
Identity card number: *	
First name: *	
Family name: *	

Send

Your personal data will not be disclosed to third parts, without your prior consent. Please read our Privacy Policy.

(*) compulsory fields

2. We will send you an email to confirm your identity.

3. Once validated your email, please log in and continue with the registration to the activity.

START

To begin with the registration, read the information that appears on the screen and then click "Next".

Registration

START — PERSONAL DATA — OTHER DATA — CONFIRM

Tutorial 5G-Xcast

Now you are starting the registration process to Tutorial 5G-Xcast .
We recommend you to read the data and the conditions of the activity and follow the steps we will indicate.

Basic information:

- **Status of your registration**: Unregistered.
- **Date**: 5/06/18.
- **More info**: http://www.mcg.upv.es/en/bmsb2018/tutorial-5g-xcast/

To complete your registration, remember:

- Please follow the steps.

☐ I am registering someone other than myself and I am authorised to do so .

Next >>

PERSONAL DATA

Please insert/confirm your personal details:

- Identity card number (National Identity Card or Passport) (*)
- First name (*)
- Family name (*)
- Gender
- Email address (*)

And contact details:

- Street and number
- City
- Post code
- Country (*)
- Phone number

Please note that (*) means mandatory information.

Registration

START   PERSONAL DATA   OTHER DATA   CONFIRM

Tutorial 5G-Xcast

Please check that personal details are correct.

Personal details

Identity card number (*):	
First name (*):	
Family name (*):	
Gender:	▼
E-mail address (*):	@

Contact details

Street and number:	
City:	
Post code:	
Country (*):	▼
Telephone number:	

Your personal data will not be disclosed to third parts, without your prior consent. Please read our Privacy Policy.

Next >>

OTHER DATA

Please, on this screen, complete the information specified below:

- University/Institution/company name
- Conference's fee:
    - Registration to the Tutorial(100€) lunch and dinner included
    - Companion's dinner (35€)
- Will you join the BMSB18 conference?
    - Yes, I Will
    - No, I will attend only the tutorial
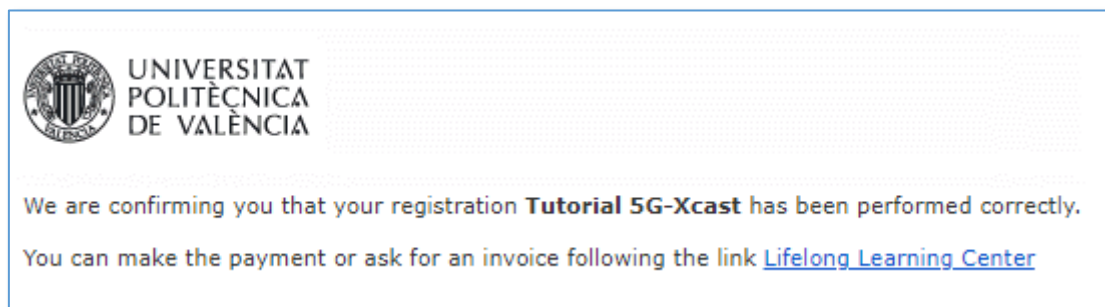- Comments and special needs(requirements, special diet):

Then, click on the "Next" button to confirm your registration.

CONFIRM

At this point, your registration has been accepted and you should receive an email from the CFP (congresos@cfp.upv.es), such that:

However, your registration has not yet been finalized, please continue the registration process to make the payment, by clicking on "Make the payment".

Registration

START — PERSONAL DATA — OTHER DATA — **CONFIRM**

Tutorial 5G-Xcast

Thank you, your registration process is complete.
You can also check your registration by accessing the CFP Intranet.

Basic information:

- **Status of your registration**: Pre-registered >> **Accepted**.
- **Date**: 5/06/18.
- **More info**: http://www.mcg.upv.es/en/bmsb2018/tutorial-5g-xcast/

Your registration is accepted, remember:

- Starting date: 5/06/18.
- You should make your payment by 22/03/18 otherwise you could lose your place.

Make the payment>>
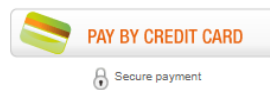
MAKE THE PAYMENT

Management of my activities

Tutorial 5G-Xcast

| Basic data | Other data | **Payments** |

Amount payable

The amount payable is: 100 €

Available payment options

PAY BY CREDIT CARD

🔒 Secure payment

Other ways of payment

Bank receipt payment: Remember to go to the bank to make payment before the expiration date of receipt, taking with you and printed this PDF document .

Bank transfer payment: Note that your bank may apply the relevant commission.
In order to pay by bank transfer you must:

1. Download this transfer payment PDF document and follow the instructions given.
2. Upload your transfer payment receipt from the link below: Upload proof of bank transfer

When we receive your income you will be confirmed by email.

Cancel my registration |

To make the payment, you have the possibility to pay by credit card. For this, click on "Pay By the Credit Card" and go to the payment platform.

If you prefer, you can also pay by bank transfer or by bank receipt payment.

But, if you do not pay at the time of registration, you must do so before the deadline. To do this, enter your CFP account, go to your "Management of your activities" - "Tutorial 5G-Xcast" and click on the payments tab.

In this tab, you can see the details of the payment and make the payment by credit card or upload the proof of bank transfer.

All the details of your registration will be available in your CFP account, in management of your activities - "Tutorial 5G-Xcast".

For any questions or difficulty about this process, please write to congresos@cfp.upv.es and bmsb2018@iteam.upv.es.