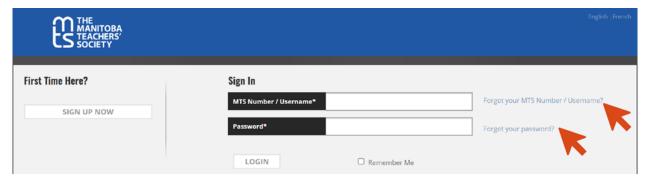
Registration will open on September 5th and here's how you do it ...

1) Visit the MTS website at mbteach.org Go to "My Profile" located on the blue task bar.



2) Enter your MTS Number and password in the "Sign In" area. If you forgot your MTS Number or Password, use the links provided on the right hand side.

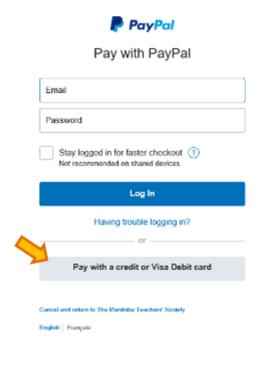


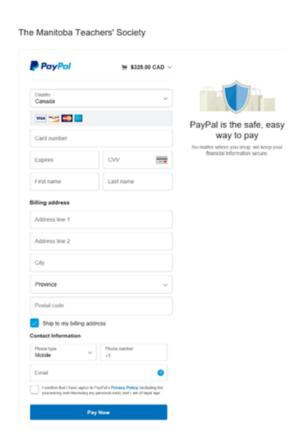
- 3) If this is your first visit to the MyProfile/Member's Area site, you will need to follow these steps:
 - A) Click on the button named "Sign Up Now"
 - B) Click on yes or no depending on if you are an MTS member or not;
 - C) If **yes,** you will need to fill out some information. If you do not know your MTS Number, click on "Click here to look up your MTS Number". If you are a new MTS Member click on "Click here if you are a new MTS member"
 - D) If **no**, you will need to fill out some information.
- 4) Once you have logged in, your home page will open. Take a moment to ensure your profile information is up to date. This includes verifying that the email MTS has on file for you is correct, as this is the email where your session confirmation will be sent.
- 5) To see the list of available events, click on the "Events" tab at the top of the page.



6) Scroll down to "BTA LIFT Conference". Click on "Event Details" to review the LIFT Brochure and all the sessions offered. Once you have reviewed the brochure - simply click on the description and it will expand to show more information. Please have your credit / debit card ready before you proceed.

- 7) The last page ("Final Review" page) will let you review your registration details. **Check to ensure you have entered the right email address.** If all is correct, you can submit your registration and pay.
- 8) When you submit your registration, you will receive an email from no-reply@mbteach.org to acknowledge that your registration has been received. **NOTE: You do not need a personal PayPal Account to continue.**
 - A) Choosing "Pay Now" will bring you to the secure PayPal site. **Please have your payment information ready.** Otherwise, if it takes too long for you to retrieve it, the session will time out and you will need to go back to "Events" and choose the icon "Pay Now" on the right hand side.





Remember....

LIFT Registration opens on September 5th, 2023



