



NYSSSWA Members: How to Register and Log In for an Event with 123Signup

1. Locate event/registration on the NYSSSWA website's "Calendar of Events", 123Signup's Event page or use Registration URL
2. Click event link to access Registration.
3. **Current NYSSSWA Members:** Log in on-line with 123SignUp.
 - a. To Log In
 - i. Enter your email address and click "OK"

NYSSSWA
79 Stewart Avenue, Bethpage, NY 11714-5310
Phone: 516-595-2036 Fax: 516-595-8509
member.services@nyssswa.org

For best results, please use the Back button within the form below to go back to a previous screen.

"Trauma, Terror and Healing: Turning Empathy Into Action"

Lerner Hall (a.m.), Social Work Building (p.m.)
2930 Broadway, New York, NY 10027; 1255 Amsterdam Ave
Columbia University,
New York, NY 10027
June 8, 2017
[More Info](#)

← Back Cancel

Registration Step 1: Please enter your email address and click OK to continue to the next step.

PLEASE NOTE:
If you are a member of NYSSSWA, please enter the email address on file with NYSSSWA. This will ensure that the proper member rate for registration is displayed. If you have any questions, please contact NYSSSWA at the email listed above before you register.

Email: Why enter email now?

- ii. **If you are not able to log in** and see the following screen, click "Back" and try a different email address. Locating your records is based on the email address that was used for your membership or last event registration.

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"Trauma, Terror and Healing: Turning Empathy Into Action"

Lerner Hall (a.m.), Social Work Building (p.m.)
2930 Broadway, New York, NY 10027; 1255 Amsterdam Ave
Columbia University,
New York, NY
June 8, 2017

We did not find the email address (JaneDoe@gg.com) you entered in the NYSSSWA database.

If you are not a member of NYSSSWA, click the Continue button to proceed with registration.

If you are a member of NYSSSWA, we should already have an email address on file for you in the database. If you continue registration with this email address, you may be charged more than the proper rate for registration. Please contact NYSSSWA to verify the email address on file before you register.

Click the Back button below to return to the login page and try a different email address or contact NYSSSWA for assistance.

← Back Cancel Continue

Registration Powered by 123Signup

- iii. If you are still unable to log in as a member, contact member.services@nyssswa.org Please have information available regarding your membership payment for reference. (Note: If you are a member but earlier registered for an event with a different email, you may have 2 records and the system is confused. We will need to "link" your profiles.)

- b. You should next see the registration screen with the Membership Event Fees based on your NYSSSWA Membership type. Make your Conference and Workshop Selections and click “Next”.

NYSSSWA
79 Stewart Avenue, Bethpage, NY 11714-5310
Phone: 516-595-2036 Fax: 516-595-8509
member.services@nyssswa.org

3rd Annual NYSSSWA Columbia Conference **US\$ 100.00** 100 US\$

Opening Keynote, Keynote, and General Session included with conference. Must be selected to continue registration.

Opening Keynote: "Helper, Care for Thyself" **US\$ 0.00** 0 US\$

Keynote: "Dealing with Vicarious Traumatization: The Cost of Caring" **US\$ 0.00** 0 US\$

The Impact of Privatization on Education and the Economy -- a School Social Worker's Perspective... **US\$ 0.00** 0 US\$

Please select one workshop for Session A

A1: Racial Equity and Liberation in School Based Settings-Part 1 **US\$ 0.00** 0.00 US\$

A2 Healing Justice—Part 1 **US\$ 0.00** 0.00 US\$

A3: Understanding the traumatic stress for children in parental immigration proceedings: Implications for school settings **US\$ 0.00** 0 US\$

A4: Understanding Racism and Health: Using Technology to Build Empathy and Structural Competence **US\$ 0.00** 0.00 US\$

A5: Whose School? Our School! - Young Transformative Justice Crew **US\$ 0.00** 0.00 US\$

A6: Animal Assisted Social Work; Developing a social service/therapy dog program for your agency **US\$ 0.00** 0.00 US\$

A7: Real World Application of Evidence-Based Trauma Treatment **US\$ 0.00** 0.00 US\$

Please select one workshop for Session B

B1: Racial Equity and Liberation in School Based Settings -Part 2 **US\$ 0.00** 0.00 US\$

- c. If you have been provided a promotional code i.e. conference volunteer, board member; enter it here.

Activity

Activity	Price	Total
<input checked="" type="checkbox"/> 3rd Annual NYSSSWA Columbia Conference	US\$ 100.00	US\$ 100.00
Opening Keynote, Keynote, and General Session included with conference. Must be selected to continue registration.		
<input checked="" type="checkbox"/> Opening Keynote: "Helper, Care for Thyself"	US\$ 0.00	US\$ 0.00
<input checked="" type="checkbox"/> Keynote: "Dealing with Vicarious Traumatization: The Cost of Caring"	US\$ 0.00	US\$ 0.00
<input checked="" type="checkbox"/> The Impact of Privatization on Education and the Economy -- a School Social Worker's Perspective...	US\$ 0.00	US\$ 0.00
Please select one workshop for Session A		
<input type="checkbox"/> A1: Racial Equity and Liberation in School Based Settings-Part 1	US\$ 0.00	US\$ 0.00
<input type="checkbox"/> A2: Healing Justice—Part 1	US\$ 0.00	US\$ 0.00
<input checked="" type="checkbox"/> A3: Understanding the traumatic stress for children in parental immigration proceedings: Implications for school settings	US\$ 0.00	US\$ 0.00
<input type="checkbox"/> A4: Understanding Racism and Health: Using Technology to Build Empathy and Structural Competence	US\$ 0.00	US\$ 0.00
<input type="checkbox"/> A5: Whose School? Our School! - Young Transformative Justice Crew	US\$ 0.00	US\$ 0.00
<input type="checkbox"/> A6: Animal Assisted Social Work; Developing a social service/therapy dog program for your agency	US\$ 0.00	US\$ 0.00
<input type="checkbox"/> A7: Real World Application of Evidence-Based Trauma Treatment	US\$ 0.00	US\$ 0.00
Please select one workshop for Session B		
<input type="checkbox"/> B1: Racial Equity and Liberation in School Based Settings -Part 2	US\$ 0.00	US\$ 0.00
Grand Total: US\$		100

Do you have a Promotional code?
If you have a promotion code, please enter it here.
Promotion Code: Show My Fee

- d. Enter the Promotional Code provided to you. Click “Show My Fee”.

Dot Kental
dotkental.com
Non-Profit

"Trauma, Terror and Healing: Turning Empathy Into Action"
Letter Mail (e.m.), Social Work Building (e.m.)
2020 Broadway, New York, NY 10027, 1255 Amsterdam Ave
Columbia University,
New York, NY 10027
June 8, 2017
WebSite

Event Registration
Please select your activities.

Activity	Price	Total
<input checked="" type="checkbox"/> Trauma, Terror and Healing: Turning Empathy Into Action	US\$ 125.00	US\$ 125
Grand Total: US\$		125

Do you have a Promotional code?
If you have a promotion code, please enter it here.
Promotion Code: Show My Fee

Add Promo Code
Click "Show My Fee"

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e. Your fee will automatically adjust. Click “Next”

The screenshot shows a registration form for NYSSWA. At the top right, the organization's name and contact information are listed: NYSSWA, 79 Stewart Avenue, Bethpage, NY 11714-5310, Phone: 516-995-3038, Fax: 516-995-6909, member.services@nysswa.org. The form title is "Trauma, Terror and Healing: Turning Empathy Into Action". Below this, there is a section for "Please select your activities" with a table:

Activity	Price	Total
<input checked="" type="checkbox"/> Trauma, Terror & Healing: Turning Empathy Into Action	USA 125.00	USA 125.00

Below the table, there is a "Discounts" section with a table:

Discounts	Amount
Discounts	USA 25.00
Grand Total:	USA 100.00

At the bottom of the form, there is a "Next" button highlighted with a red box. A red arrow points from the text "See Adjusted Total" to the "Grand Total" in the table.

f. Update your Profile Information as you desire. You **must** at least complete all asterisk “Required” fields.

The screenshot shows the "Profile Information" section of the registration form. It includes fields for Name (First, Last, Suffix), Address (Home, Address (cont.)), City, State, Zip Code, Preferred Phone, and Secondary Phone. Below these fields, there is a section for "Please enter your 6 digit SW license number. If you are planning on receiving CEU certificates, NYSED requires all CEU certificates to contain your SW license number." This section includes a dropdown for "License Type (Select up to 1)" with options for LMSW, LCSW, and LCSW-R. A red box highlights the "License Type" dropdown, and a red arrow points from the text "Be sure to include your New York License number here" to it. Another red box highlights the "Create Password" field, and a red arrow points from the text "Scroll down to the bottom. Review Email preferences and click 'Next'" to the "Next" button at the bottom of the form.

g. Be sure to include your New York License number here or it will NOT appear on your CEU certificate.

h. Scroll down to the bottom. Review Email preferences and click “Next”.

The screenshot shows the "Ready to Get Involved?" section of the registration form. It includes a section for "Keep NYSSWA Strong, Help Grow the Organization, Choose those that interest you." with checkboxes for Regional Meetings, Professional Development, Legislation, Research, Advocacy, Policy Development, and Grant Writing. Below this, there is a section for "Do you have special skills in?" with checkboxes for Writing, Social Media, and Publicity/PR. At the bottom, there is a section for "Please specify your email preference" with checkboxes for "Yes, I wish to receive email messages with general information as well as announcements, news, and updates related to upcoming events from NYSSWA." and "No, please do not send email messages except reminders about events for which I am already registered." A red box highlights the "Next" button at the bottom of the form. A red arrow points from the text "Scroll down to the bottom. Review Email preferences and click 'Next'" to the "Next" button.

i. You will then see a summary of your event & workshop selections, fees and Grand Total.

i. Example noting Promotional Fee Adjustment

NYSSSWA
79 Stewart Avenue, Bethpage, NY 11714-5310
Phone: 516-595-2036 Fax: 516-595-8509
member.services@nyssswa.org

Dot Kontak "Trauma, Terror and Healing: Turning Empathy Into Action"
dotkontak@aol.com
Non-Member

You have made the following selections. Click the Back button to change the selections.
Click the Checkout with PayPal button to pay by credit card (no PayPal account required) or with your own PayPal account. Click the Proceed to Checkout button to pay using another payment method.

Name	#	Item	Action	Fee
Dot Kontak		Trauma, Terror & Healing: Turning Empathy Into Action	Added	US\$ 125.00
		Promotion (Colium)	Added	US\$ -25.00
			Total:	US\$ 100.00

An email confirmation will be sent automatically to each registrant. If you also want a copy of the confirmation email(s) sent to another email address, enter that email address here:

Refund Policy: There is a \$25.00 cancellation fee to cover the administrative costs associated with refunding your conference registration fee.

[Back](#) [Cancel](#) [Proceed to checkout](#)

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ii. Example with Conference Fee and Workshop Selections. (Note: Your summary will not include a Membership Fee unless you are renewing at this time.)

NYSSSWA
79 Stewart Avenue, Bethpage, NY 11714-5310
Phone: 516-595-2036 Fax: 516-595-8509
member.services@nyssswa.org

Jane Doe "Trauma, Terror and Healing: Turning Empathy Into Action"
JaneDoe@gg.com

You have made the following selections. Click the Back button to change the selections.
Click the Checkout with PayPal button to pay by credit card (no PayPal account required) or with your own PayPal account. Click the Proceed to Checkout button to pay using another payment method.

Name	#	Item	Action	Fee
Jane Doe		3rd Annual NYSSSWA Columbia Conference	Added	US\$ 100.00
Jane Doe		Opening Keynote: Help, Care for Myself	Added	US\$ 0.00
Jane Doe		Keynote: "Dealing with Vicarious Traumatization: The Cost of Caring"	Added	US\$ 0.00
Jane Doe		The Impact of Privatization on Education and the Economy -- a School Social Worker's Perspective...	Added	US\$ 0.00
Jane Doe		A3: Understanding the traumatic stress for children in parental immigration proceedings: Implications for school settings	Added	US\$ 0.00
Jane Doe		B3: Trauma-Informed Approach to Suicide Risk Management	Added	US\$ 0.00
Jane Doe		Membership Fee	Added	US\$ 75.00
			Total:	US\$ 175.00

An email confirmation will be sent automatically to each registrant. If you also want a copy of the confirmation email(s) sent to another email address, enter that email address here:

Refund Policy: There is a \$25.00 cancellation fee to cover the administrative costs associated with refunding your conference registration fee.

[Back](#) [Cancel](#) [Proceed to checkout](#)

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j. Click "Proceed to Checkout" for payment or if you have a Purchase Order.

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Phone: 516-595-2036 Fax: 516-595-8509
member.services@nyssswa.org

Dot Kontak "Trauma, Terror and Healing: Turning Empathy Into Action"
dotkontak@aol.com
Non-Member

You have made the following selections. Click the Back button to change the selections.
Click the Checkout with PayPal button to pay by credit card (no PayPal account required) or with your own PayPal account. Click the Proceed to Checkout button to pay using another payment method.

Name	#	Item	Action	Fee
Dot Kontak		Trauma, Terror & Healing: Turning Empathy Into Action	Added	US\$ 125.00
		Promotion (Colium)	Added	US\$ -25.00
			Total:	US\$ 100.00

An email confirmation will be sent automatically to each registrant. If you also want a copy of the confirmation email(s) sent to another email address, enter that email address here:

Refund Policy: There is a \$25.00 cancellation fee to cover the administrative costs associated with refunding your conference registration fee.

[Back](#) [Cancel](#) [Proceed to checkout](#)

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- k. The Checkout page provides 2 options: Credit card or “PO”. Select “PO” for processing **PURCHASE ORDERS**.

Retired NYSSSWA Membership

NYSSSWA
264 Rider Road, Clayville, NY 13322
Fax: 516-595-8509
member.services@nyssswa.org

Caribe Royale Hotel
8101 World Center Drive
Orlando, FL 32821
April 3 - 6, 2019
Amount: US\$ 90.00

To pay by credit card via our secure server, please enter the credit card information and click the Pay button. To pay by another method, select the payment type.

VISA MasterCard Discover

PO

* Fields with this icon are required.

* Name on card: [Redacted]

* Card number: [Redacted]

* Expiration date: [Dropdown] [Dropdown]

* Billing Address 1: [Text Box]

Billing Address 2: [Text Box]

* Billing City: [Text Box]

Billing State/Province(US and Canada): [Dropdown]

Billing State/Province(Non-US or Canada): [Text Box]

Billing Zip/Postal Code: [Text Box]

* Billing Country: [Dropdown] USA

State/Province and Zip/Postal Code required for credit cards from US and Canadian banks.

* CVV Code: [Text Box] [What is a CVV Code?](#)

- l. If submitting a Purchase Order, please include known information including Purchase Order Number (or enter “**Pending**”), date, and “Company”/School District, etc. Be sure to include the Purchase Order’s Billing Address.

For best results, please use the Back button within the form below to go back to a previous screen.

Jane Doe "Trauma, Terror and Healing: Turning Empathy Into Action"

janedoe@gg.com Lerner Hall (a.m.), Social Work Building (p.m.)
2920 Broadway, New York, NY 10027; 1255 Amsterdam Ave
Columbia University,
New York, NY 10027
June 8, 2017
Amount: US\$ 175.00

PayPal [What is PayPal?](#)

PO

Complete the following fields and click the Register button.
Instruction for payment by PO.

* Fields with this icon are required.

* PO Number: [Text Box] Pending

* PO Date: [Dropdown] Apr [Dropdown] 4 [Dropdown] 2017

* Company Name: [Text Box] Somewhere School District

Contact Information

* Name: [Text Box] Jane Doe

* Phone: [Text Box] 3333333333

* Email: [Text Box] janedoe@gg.com

Billing Information

* Address: [Text Box] 333

Address (cont.): [Text Box]

* City: [Text Box] Somewhere

* State: [Dropdown] AK


* Zip: [Text Box] 33333

* Country: [Dropdown] USA

[Back](#) [Cancel](#) [Register](#)

- m. Click “Register”

- n. The next and LAST page is your “Confirmation” page providing a summary of your selections, fees and payment information. At the bottom of the page are other options including if you would like to register another person. You MUST have at least their email address to do this.



NYSSSWA
 79 Stewart Avenue, Bethpage, NY 11714-5310
 Phone: 516-895-3036 Fax: 516-895-8509
member.services@nyssswa.org

Jane Doe

janedoe@gg.com
 Somewhere
 Full NYSSSWA Membership

"Trauma, Terror and Healing: Turning Empathy Into Action"

Lerner Hall (a.m.), Social Work Building (p.m.)
 2920 Broadway, New York, NY 10027; 1255 Amsterdam Ave
 Columbia University,
 New York, NY 10027
 June 8, 2017
[More Info](#)

Confirmation

Thank you for registering for this event. A confirmation containing these details will be sent to janedoe@gg.com. Your registration and payment information follow:
 Instruction for payment by PO. [Like](#)

04/04/2017		Action	Amount
Name	# Item		
Jane Doe	3rd Annual NYSSSWA Columbia Conference	Added	US\$ 100.00
Jane Doe	Opening Keynote: "Helped, Care for Thyself"	Added	US\$ 0.00
Jane Doe	Keynote: "Dealing with Vicarious Traumatization: The Cost of Caring"	Added	US\$ 0.00
Jane Doe	The Impact of Privatization on Education and the Economy -- a School Social Worker's Perspective...	Added	US\$ 0.00
Jane Doe	A3: Understanding the traumatic stress for children in parental immigration proceedings: Implications for school settings	Added	US\$ 0.00
Jane Doe	B3: Trauma-Informed Approach to Suicide Risk Management	Added	US\$ 0.00
Jane Doe	Membership Fee	Added	US\$ 75.00
Total:			US\$ 175.00

Pending Payment Information

Payment By: PO
 PO Number: Pending
 PO Date: 04/04/2017
 Company Name: Somewhere School District

Contact Information
 Name: Jane Doe
 Phone: 3333333333
 Email: janedoe@gg.com
 Billing Address: 333 Somewhere, AK 33333 USA
 Amount: US\$ 175.00
 Transaction Number: 6801773

Invoice
Click to view your invoice. Note: You must have Adobe Acrobat Reader software installed on your computer in order to view/print/save your invoice. [Click here](#) to download a free copy of Adobe Acrobat Reader

Outlook
Click to add to your Outlook calendar.

iCal
Click to add to your iCal calendar.

Google
Click to add to your Google calendar.

Register
Click to register another person.

YOU DID IT!

(If you have difficulties and still need assistance, contact support@123signup.com)