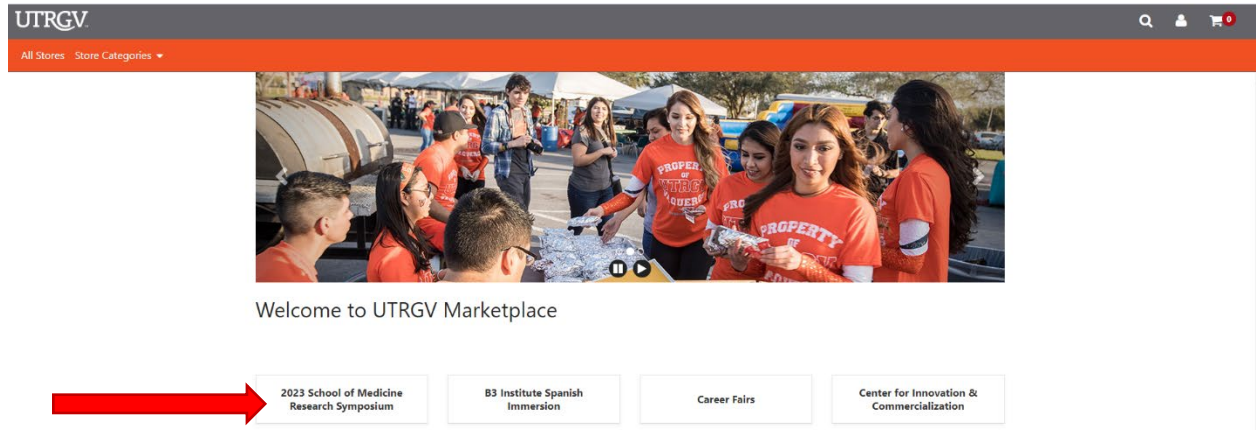


## Marketplace Quick Reference Guide

1. **Click on the event registration link** (UTRGV Marketplace) provided:  
[https://secure.touchnet.net/C20545\\_ustores/web/index.jsp#tabsAllStores](https://secure.touchnet.net/C20545_ustores/web/index.jsp#tabsAllStores)
2. **Select “2024 School of Medicine Research Symposium”** Store button,



3. **Select the appropriate “Store Category”** based on your academic status and/or Partnership Level.



Welcome to UTRGV Marketplace

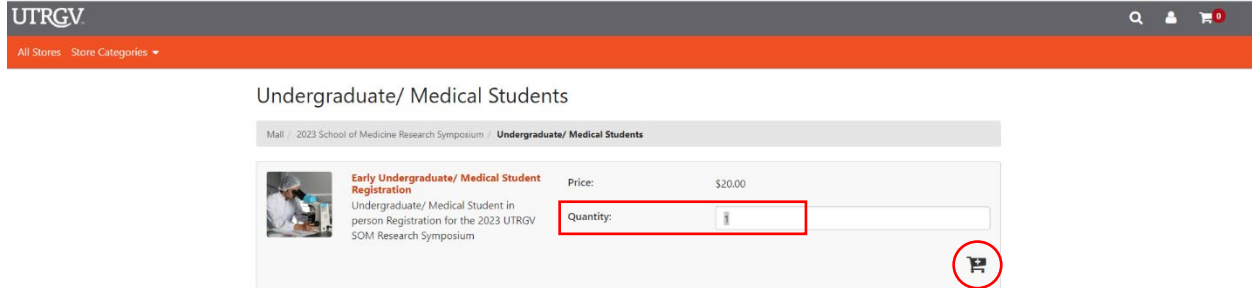
2024 School of Medicine Research Symposium

Mall / 2024 School of Medicine Research Symposium

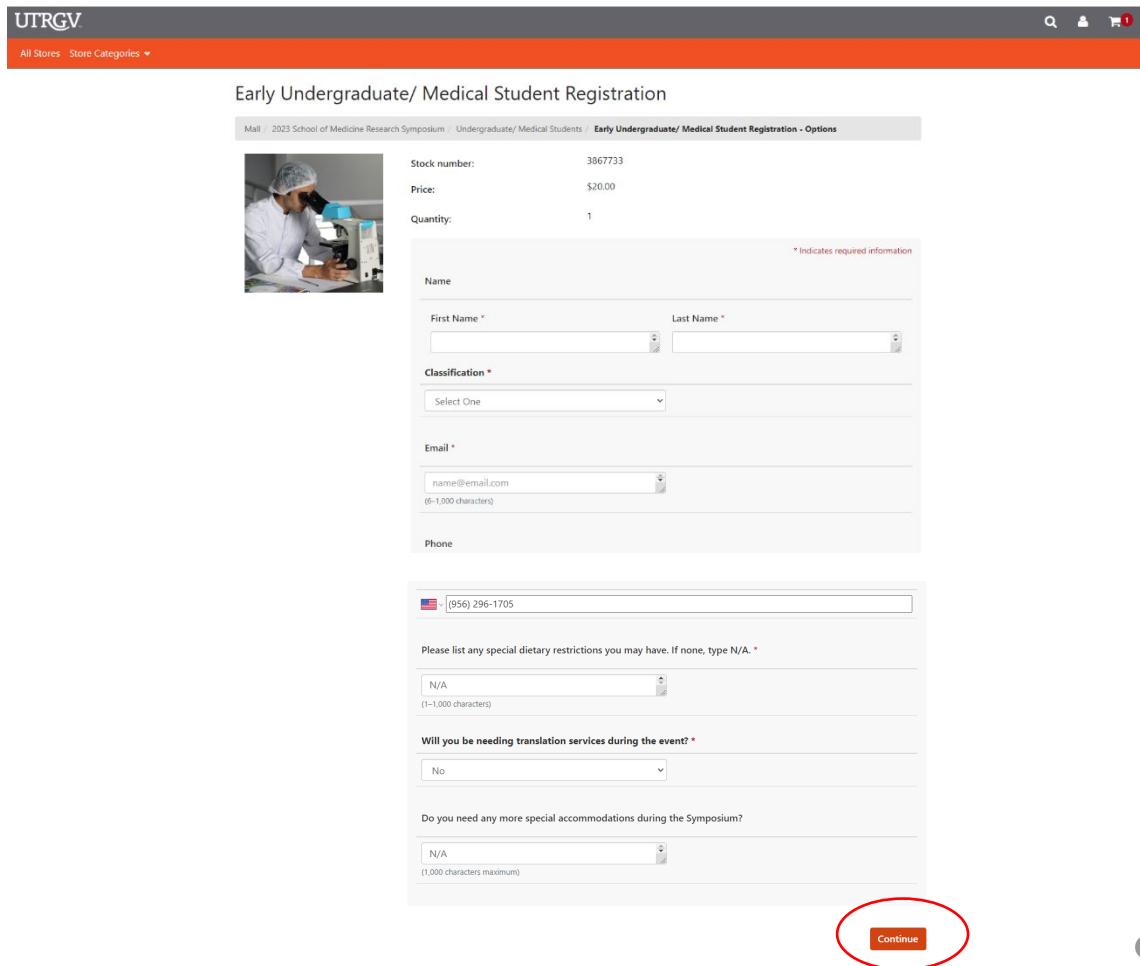
 Store Categories

## Marketplace Quick Reference Guide

4. **Add Quantity** needed and “add to cart”. **For Partners**, your quantity will be only 1.



5. **If registering for only 1 registrant**, please scroll through the page and fill out all registrant information, then click “Continue” Button at the bottom of the page. **For Partners**, if bringing your Team, register only the primary contact person and provide us a list of your Team via email.




## Marketplace Quick Reference Guide

- Note:** If you are **registering multiple people** from the same category, you can do so all together, adding information by number of registrants, as seen below. **For Partners**, if bringing your Team, register only the primary contact person and provide us a list of your Team via email.

UTRGV  
 All Stores Store Categories ▾

Early Undergraduate/ Medical Student Registration

Mail | 2023 School of Medicine Research Symposium | Undergraduate/ Medical Students | **Early Undergraduate/ Medical Student Registration - Options**

 Stock number: 3867733  
 Price: \$20.00  
 Quantity: 2

\* Indicates required information

Name

1 First Name \* Last Name \*

2 First Name \* Last Name \*

Classification \*

1 Select One

2 Select One

e.g. Jane Doe

e.g. Jack Doe

e.g. Jane Doe's classification

e.g. Jack Doe's classification

- Please check all items in the cart are accurate and press “Checkout.”

**Note:** if you are registering people from different categories, please press “Continue Shopping” and add the other registrants to the cart at this point. **For Partners**, skip this screen.

UTRGV

Items in your Cart

Item Name	Store	Quantity	Remove	Amount
<b>Early Undergraduate/ Medical Student Registration</b>	2023 School of Medicine Research Symposium	1		\$20.00

Stock number: 3867733  
 Name: Aniella Perez  
 Classification: Undergraduate Student  
 Email: aniella.perez01@utrgv.edu  
 Phone: +1 956 296 1705

Please list any special dietary restrictions you may have. If none, type N/A: N/A

Will you be needing translation services during the event?: No

Do you need any more special accommodations during the Symposium?: N/A

**Total: \$20.00**

Promotional Code

## Marketplace Quick Reference Guide

3. To Checkout, you can either register for a Marketplace account, or Checkout as Guest.

UTRGV

My Cart Delivery Payment Confirmation Receipt

Login

Username:

Password:

New User? [Register Now](#)

Contact Information

Email: \*

Back Continue Shopping

4. Once you log in as either “new user” or doing a “guest checkout”, you will proceed to the payment screen. Please select a payment method and fill out all required payment information.

UTRGV

Payment Method: \*

Available Payment Methods

DISCOVER AMERICAN EXPRESS DISCOVER CARD VISA MASTERCARD

Electronic Check (ACH) - Electronic payments require a bank routing number and account number. Payments can be made from a personal checking or savings account. No corporate checks allowed, i.e. credit cards, home equity, traveler's checks, etc.

Billing Address

Name: \*

Address Line 1: \*

Address Line 2:

Country: \*

City: \*

State/Province: \*

Postal Code:

Back Continue Shopping

5. Once you click continue and pay, **you will receive a receipt via email**. If you have any questions email us at [somresearchsymposium@utrgv.edu](mailto:somresearchsymposium@utrgv.edu).