

TO REGISTER FOR WORKSHOP WITH KNOWN SESSION ID NUMBER

1. Open **Internet browser**
2. Go to http://www.escweb.net/ar_esc
3. Click on **Sign in**
4. Type in your esc Works email that you created.
5. Type in your **password**.
6. Click **Continue**
7. Click on **Catalog**
8. Click on **Search Offerings**
9. On the **right hand side** of the page, type in your **session ID number**
10. Click **GO**
11. Under Special Features, Click + **Cart**
12. Click **Checkout**
13. Click **Complete Checkout**

Look in the upper right hand side of your page and your cart should be **EMPTY**. If it is NOT empty, that means that you have not completely checked out and that you are not registered.