HOW TO REGISTER ONLINE

- 1. Go to <u>www.apqc.org</u> or <u>www.apqc.org/register</u>.
- Type out your corporate email and click submit. OR Type out your corporate email and click next.

| REGISTER | | Submit Email Validate grail Complete Profile |
|------------------------|----|--|
| Corporate Email | OR | REGISTER WITH APQC |
| ALREADY REGISTERED? | | |
| LOGIN HERE | | |
| Learn About Membership | | |

3. Once you've submitted your registration, a thank you screen will appear and ask that you check your email and validate your **corporate email address**.



4. A confirmation will be sent to the corporate email address you provided. Click on the link and proceed to log in to the system.

| Mail Type: | apqc_registration_apqc_registration_validate |
|--|--|
| Date Sent: | 06/27/2016 - 8:33am |
| From: | apqcinfo@apqc.org |
| To: | |
| Subject: | Account details for at APQC |
| Body: | |
| Hello and we below. If you | elcome to APQC! Activate your registration by clicking on the link I are not able to click on the link, please copy and paste it |
| into your We | b browser. |
| https://www. | apqcdev.org/user/register/validate/1467034424/aNdO8ISIVKXNaKACej0nirNnaT8 |
| Once you ha content in th Portal. You ca webinar. Please conta | ve logged in be sure to check out some of our best practice e Knowledge Base or benchmarking tools in the Benchmarking an also check out our events page and register for an upcoming ict us if you have any questions. |
| +1-713-681- +1-800-776- | 4020 – Main 9676 – Toll free |
| E-mail: apqc | info@apqc.org |
| Online: www | .apqc.org/contact-us |
| Best Regards | i, |

5. Complete your profile and create a username/password. Be sure to complete the captcha then click **submit your registration**.

| We just need a few more pieces of information o complete y | our registration. |
|--|-------------------|
| First Name | |
| Last Name | |
| Company Name | |
| Phone Number | |
| Role | - |
| I'm interested in content about | • |
| Industry | - |
| Usemame | |
| Password | ۲ |
| Confirm password | ۲ |
| 2553 | e Garca- |
| Type the text | Privacy & Terms |

6. Once you have submitted your registration, start exploring our website!

| | WELCOME TO APQC Thank you for registering. Here are a few things to get you started. |
|------------|--|
| | ACCESS BEST PRACTICES & BUSINESS DRIVERS Save research time when answering the question, "how have other companies done it?" by accessing APQC's <u>Knowledge Base</u> , the world's largest online source of best practices and business drivers, benchmarks and metrics, case studies, and other unique content. |
| <u>×</u> | ACCESS BUSINESS PERFORMANCE Measure and compare your performance internally and with that of peer organizations and gain instant access to performance data using out <u>Benchmarking Portal</u> . Our benchmarking tools are designed to help you diagnose problems of any size — and understand the next steps to solve them. |
| U U | FIND AN UPCOMING EVENT |

7. To update your profile settings at any time, access your account by clicking on My APQC at the top right of any APQC web page.

| APQC. | KNOWLEDGE BASE BENCHMARKING PORTAL | | APQC NETWORK | | Contact 🔶 APQC Blog | | | |
|------------|------------------------------------|----------|--------------|-------------------|-----------------------|---------------------|-------------|--------|
| | | | | | | Welcome, enterprise | My APQC | Logout |
| ABOUT APQC | EXPERTISE | SERVICES | MEMBERSHIP | PROCESS FRAMEWORK | EVENTS | | | ρ |
| | | | | | | MY PROFILE | AND SETTING | 5 |