

[All Collections](#) [Attending a Webinar](#) [Register for a Webinar](#)

Register for a Webinar

How to sign up and add a webinar to your online calendar



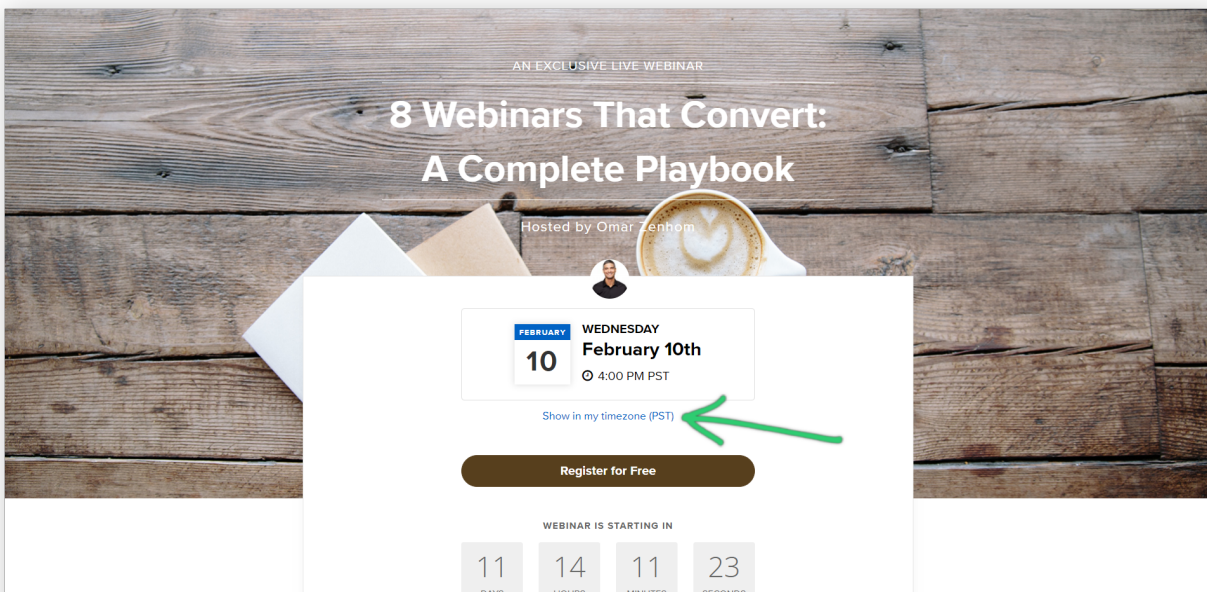
Written by CJ

Updated over a week ago

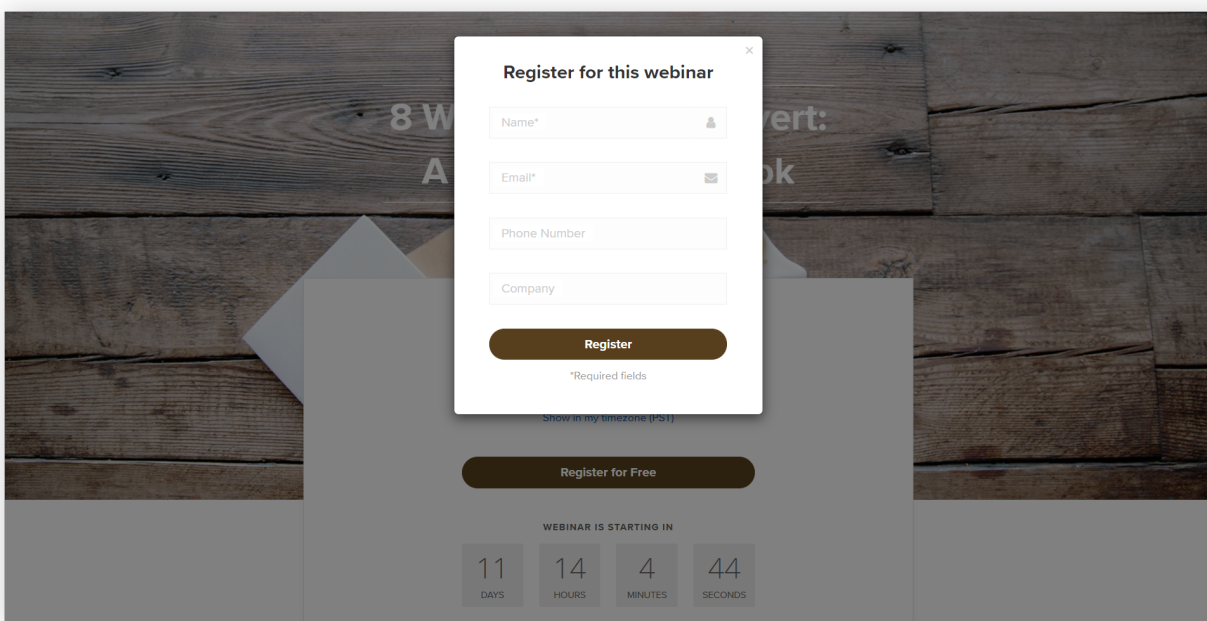
Registering for webinars couldn't be easier. Whether you've been sent a webinar link, or found the webinar on the [Webinar Finder](#), it's a snap!

Registering for a webinar

When you get a link to a webinar, it will lead you to the webinar's registration page. Check the date and time to see if you can attend. You can click the time zone converter link below the webinar date and time to display in your local time zone.

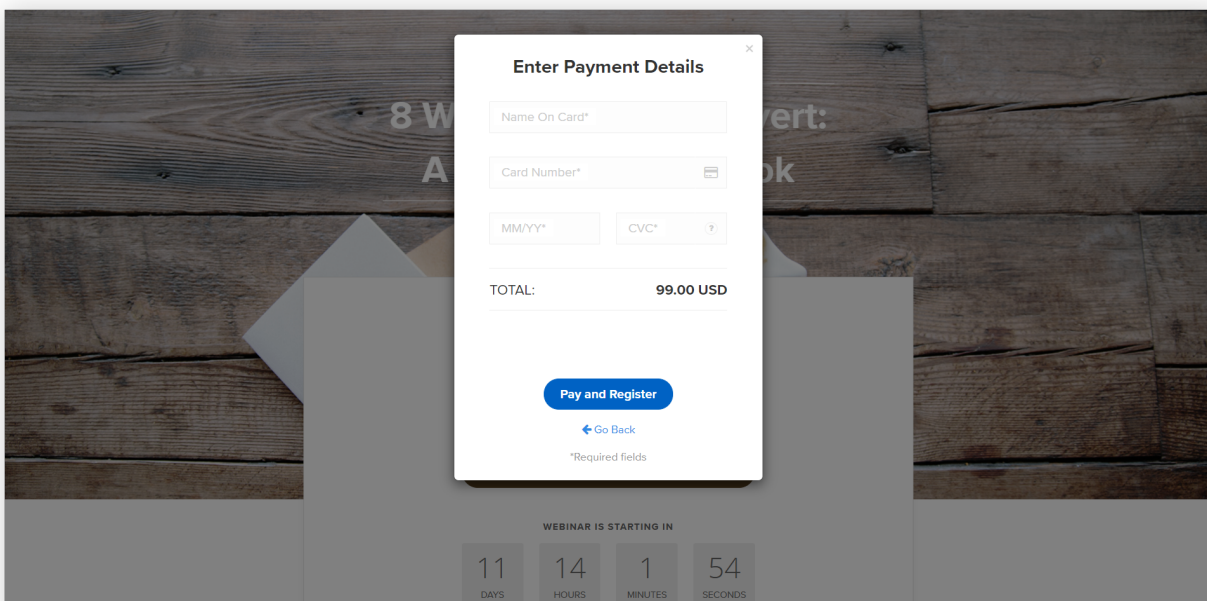


Click the button to register. You'll be prompted to give your name and email address, as well as any additional information required.



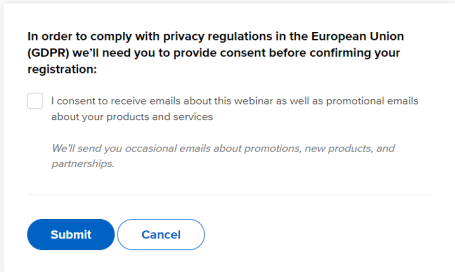
The screenshot shows a registration form titled "Register for this webinar" with a close button (X) in the top right corner. The form contains the following fields: "Name*" with a person icon, "Email*" with an envelope icon, "Phone Number", and "Company". Below these fields is a dark blue "Register" button. A note below the button states "*Required fields". The background of the page is a dark wood texture with a large grey arrow pointing upwards. Below the registration form, there is a "Show in my timezone (PST)" link and a "Register for Free" button. At the bottom, a countdown timer displays "WEBINAR IS STARTING IN" followed by four boxes: "11 DAYS", "14 HOURS", "4 MINUTES", and "44 SECONDS".

For a paid webinar, you'll enter payment details after entering your registration info.



The screenshot shows a payment form titled "Enter Payment Details" with a close button (X) in the top right corner. The form contains the following fields: "Name On Card*", "Card Number*" with a card icon, "MM/YY*" with a calendar icon, and "CVC*" with a question mark icon. Below these fields, the text "TOTAL: 99.00 USD" is displayed. At the bottom of the form is a blue "Pay and Register" button. Below the button is a link that says "Go Back" with a left-pointing arrow. A note below the link states "*Required fields". The background of the page is a dark wood texture with a large grey arrow pointing upwards. Below the payment form, there is a "WEBINAR IS STARTING IN" label and a countdown timer with four boxes: "11 DAYS", "14 HOURS", "1 MINUTES", and "54 SECONDS".

Some webinars may need registrants to provide additional consent upon registration. Click the checkbox, and then click **Submit**.



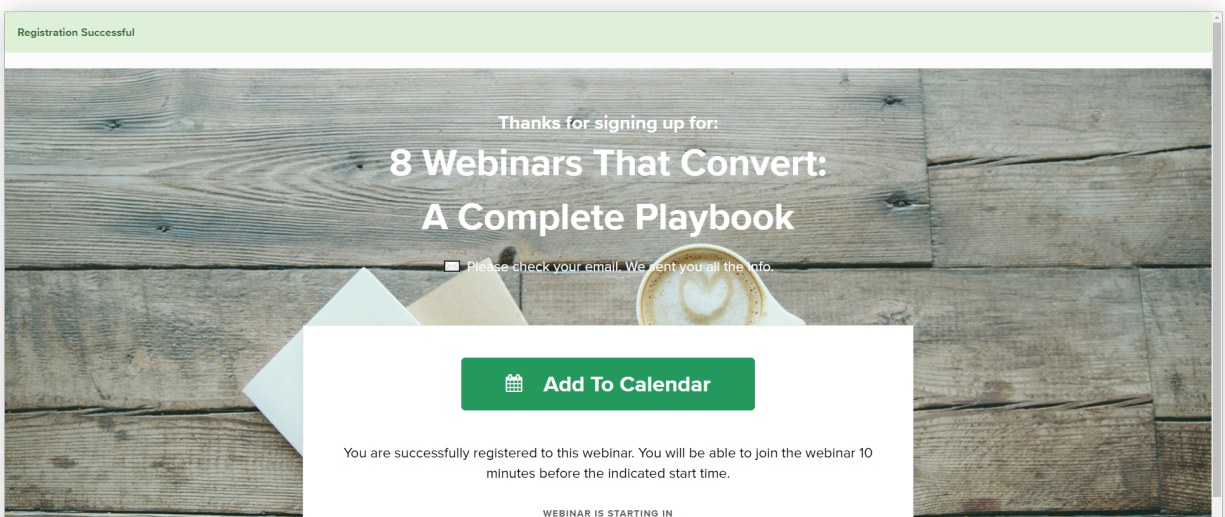
In order to comply with privacy regulations in the European Union (GDPR) we'll need you to provide consent before confirming your registration:

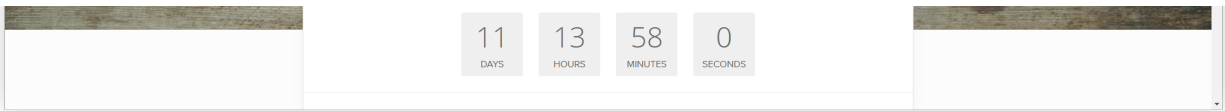
☐ I consent to receive emails about this webinar as well as promotional emails about your products and services

We'll send you occasional emails about promotions, new products, and partnerships.

[Submit](#) [Cancel](#)

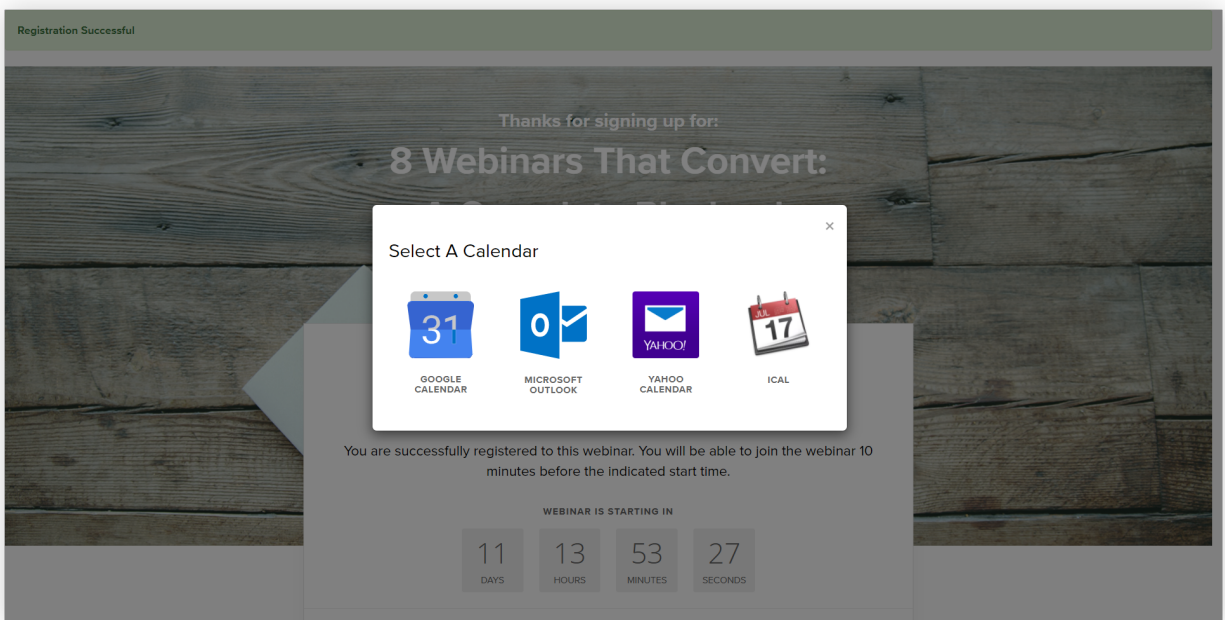
To confirm your registration, you'll see a 'thank you' page and receive a registration confirmation email. The email contains your **unique** link to access the webinar. You may also receive a few more emails containing your unique link as the webinar approaches.





To add the webinar to your online calendar:

Unless the 'thank you' page was customized to disallow it, you will have the option to save the date to your calendar after registration.



Choosing **Google Calendar** or **Yahoo Calendar** will open another tab and prompt you to log into your calendar. Clicking **Microsoft Outlook** or **iCal** will prompt you to download and save a calendar file (.ics).

In any case, you can set a reminder in your calendar so you don't miss the webinar.

To deregister and unsubscribe from a webinar

You will have received emails from the webinar you signed up for.

There will be a link at the bottom of each email that allows you to deregister from the webinar

There will be a link at the bottom of each email that allows you to deregister from the webinar.

Click the link and you will be removed from the webinar, and unsubscribed from all emails regarding that webinar.

Note: It is not possible to deregister from a webinar that has already ended.

For further assistance, contact us through live chat at the bottom right of this page or send us an email at support@webinarninja.com.

Did this answer your question?



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