

Conference Registration User Tutorial

SIGN IN

page (your website login)



Ontario Association
of Architects

CONTINUING EDUCATION EVENTS COMMUNITIES APPLICATIONS RENEWALS STORE

Sign In

Username

Password

Keep me signed in

SIGN IN →

[Forgot username?](#) | [Forgot password?](#)
[Reset my password](#)

Login Assistance

Important Note

Your licence/individual account is separate from your Certificate of Practice account due to Regulatory Requirements. Follow the instructions below to retrieve your user credentials.

Username

Your OAA username is "OAA" followed by your OAA Account ID. e.g. "OAA12345". Note: Your OAA Account ID is different than your licence or Certificate of Practice number.

If you have forgotten your username click "Forgot my username?" and enter your email address of record.

NOTE: If your licence / individual and Certificate of Practice accounts use the same primary email address you will not be able to retrieve your username and must contact the OAA directly. See below.

Selecting Your Package, Sessions, Tours, or Events

NOTE: Your registration is not saved until you select “Pay Offline” or successfully complete a credit card payment. Your space in a session or event is *not* held or confirmed until you have completed the entire process.

TICKETS: To receive your ticket to any of the social events, Continuing Education sessions, Sponsored Sessions, or tours included in the Conference packages, you must select the event you wish to attend.

Registering Your Personal Package

Note: Once you complete your registration, you can also register a guest.

Under “**Registration Options**,” select either the Full Conference or daily package(s) you wish to attend.

OAA Conference 2022 - Inspiring Climate Action

As we continue to cope with a global pandemic, an even greater challenge—the climate emergency—needs our attention and creative solutions. Our planet faces unimaginable disaster. Buildings new and old must be resilient not only in the face of quickly changing climate patterns and disasters, but also in terms of carbon and energy efficiency. The time for talking and planning has passed. We now need action! The architecture profession must insert creative thinking into the climate discussion. This is our most valuable contribution to the collaborative decisions that need to be made. The 2022 OAA Conference will showcase creative ideas and sustainable projects that explore architectural thinking applied to the climate crisis. We aim to inspire you!

Beanfield Centre, 105 Princes' Blvd, Toronto, ON M6K 3C3 Canada

05/11/2022 09:00 AM - 05/13/2022 05:00 PM

1 Register 2 Session Selection 3 Additional Options & Questions 4 Checkout

Select a Participant to Register

Register myself

Add Guest

Edit Guest

Currently Registering: **Jane Smith** Not Registered

Registration Options

- Full Conference and Social Events \$985.00
- Wednesday Continuing Education and Social Events \$330.00
- Thursday Continuing Education and Social Events \$290.00
- Friday Continuing Education and Social Events \$365.00
- Wednesday and Thursday ConEd and Events \$620.00
- Wednesday and Friday ConEd and Special Events \$695.00
- Thursday and Friday ConEd and Special Events \$655.00

You must consent to the waiver in order to proceed to the sessions.

Conference Waiver

- I understand that in-person attendance will be restricted to individuals who have two doses of the COVID-19 vaccination status.
- Credit card convenience fees are not refundable. The last date for a refund of other conference fees is April 27, 2022.
- Session capacity is limited and not guaranteed until you complete the checkout process.

[Proceed to Sessions](#)

Under “**Session Selection**,” you will see an accordion for each day based on the package options you selected on the previous page. Click on the arrow to select your daily options.

At any time, if you would like to change your package selection, you can select [Back](#)



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OAA Conference 2022 - Inspiring Climate Action

Beanfield Centre, 105 Princes' Blvd, Toronto, ON M6K 3C3 Canada

05/11/2022 09:00 AM - 05/13/2022 05:00 PM

Currently Registering: **Jane Smith** [Not Registered](#)

[1 Register](#) [2 Session Selection](#) [3 Additional Options & Questions](#) [4 Checkout](#)

Session Selection

Wednesday, May 11, 2022	No session selected v
Thursday, May 12, 2022	No session selected v
Friday, May 13, 2022	No session selected v

[Back](#) [Proceed to Additional Options & Questions](#)

Once you have selected your sessions, “**no session selected**” will update to “**session selected**.”

Reminder: There is no refund for not selecting sessions as part of your package. Please ensure you select a session for each section.

NEW! You will see the number of Continuing Education credits, as well as the type, next to each title. Click “**more**” for session descriptions.

Session Selection

Wednesday, May 11, 2022	Session selected v
Thursday, May 12, 2022	Session selected ^
Continuing Education - Morning - 8:30 AM - 10:30 AM Session selected ^	
<input checked="" type="checkbox"/> CE11 - Municipalities - The Ultimate Design Challenge: Recommendation (1.5 hours - Structured) More Info	
<input type="checkbox"/> CE12 - Risk Preparedness When Inspiring Climate Action (1.5 hours - Structured) More Info	
Continuing Education - Morning - 10:00 - 12:00 AM Session selected ^	
<input type="checkbox"/> CE13 - OAA Headquarters Project: An Architectural Case Study (3 hours - Structured) More Info	
<input checked="" type="checkbox"/> T8 - Toronto Downtown East (2 hours - Unstructured) More Info	
<input type="checkbox"/> T9 - Centennial College Centre for Aerospace and Aviation (2 hours - Unstructured) More Info	
<input type="checkbox"/> CE14 - Carbon as currency: How to approach no/low carbon design (1.5 hours - Structured) More Info	

“**Special Conference Events**” is where the social events and Annual General Meeting (AGM) are located for registration. Open the accordion and select “**additional tickets**” for the Special Conference Events.

OAA Conference 2022 - Inspiring Climate Action

Beanfield Centre, 105 Princes' Blvd, Toronto, ON M6K 3C3 Canada

05/11/2022 09:00 AM - 05/13/2022 05:00 PM

Currently Registering: **Jane Smith** Not Registered

1 Register — 2 Session Selection — 3 Additional Options & Questions — 4 Checkout

Special Conference Events

Wednesday, May 11, 2022

! No session selected ▾

Thursday, May 12, 2022

! No session selected ▾

Additional Registration Questions

* Emergency Contact Name

* Emergency Contact Number

Dietary requirements ▾

Please indicate any food allergies

Do you have any accessibility requirements (e.g. wheelchair access, audio)?

* I would like to receive exciting news, information and other marketing communications from our valued partners and sponsors ▾

Back

Proceed to Checkout

If you would like to register a guest for lunches, social events or tours you can do so before checking out by clicking “**Add someone else**” **OR** you can complete your registration to save your selections by clicking “**Go to checkout**”. Once your registration is submitted you can return to the Conference Registration to add a guest later.
See page 5 for adding a guest for instructions.

Your registration is complete.

Would you like to add someone else or continue to checkout?

Add someone else

Go to checkout

To complete your personal registration, select your payment method and then select

Submit Order

Please review your cart before checking out.

Payment Options

- Payment by Cheque
- Payment by Online Banking
- Payment by Interac e-Transfer
- Payment by Visa or Mastercard

Instructions

Cheques must be made payable to the OAA and mailed to the OAA Headquarters:
111 Moatfield Dr., Toronto, ON M3B 3L6

Please ensure that your OAA ID (24451) is clearly marked on the cheque to ensure that your payment is correctly applied.

If paying in US funds, please follow the directions on the OAA Website to ensure the payment meets the OAA's requirements.

More Information

Click on "Submit Order" below to finalize your order.

Shopping Cart

Items

Item	Quantity	Price	Total	
<u>OAA Conference 2022 - Inspiring Climate Action</u>	1	1,095.00	1,095.00	Remove

Cart Charges

Item Total	1,095.00
Shipping	0.00
Handling	0.00
Tax	142.35
TRANSACTION GRAND TOTAL	1,237.35

Promotional Code:

APPLY →

SUBMIT ORDER →

The Order Confirmation will be automatically emailed to your email address of record. If you would like to send a copy to another email address, you can do so by entering the email in the "send another copy to" box at the bottom of the page.

A confirmation is being sent to: oaa@oaa.on.ca

Send another copy to

SEND →

Guest Registration:

Now that you have completed your personal registration, you can register a guest for social events, tours, and lunches.

NOTE: Guests who are Architects or Licensed Technologists OAA are required to register separately for Continuing Education sessions in order to track Continuing Education hours.

Go back to the [Conference Registration](#).

Select **“Add Guest”**

Enter in your guest’s name and preferred Badge Name

Click **Add Registrant**

Select a Participant to Register

Register myself

Add Guest

Edit Guest

First Name John	Last Name Smith	Badge Name John Smith
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Add Registrant

Currently Registering: **Jane Smith** **Registered**

Select the **“Guest Package”** and consent to **“Conference Waiver”**.

Registration Options

Guest Package (Social Events Only) **\$0.00**

Conference Waiver

I understand that in-person attendance will be restricted to individuals who have two doses of the COVID-19 vaccination status.
Credit card convenience fees are not refundable. The last date for a refund of other conference fees is April 27, 2022.
Session capacity is limited and not guaranteed until you complete the checkout process.

Proceed to Sessions

Under **“Session Selection,”** you will see an accordion for each day.

OAA Conference 2022 - Inspiring Climate Action

Beanfield Centre, 105 Princes' Blvd, Toronto, ON M6K 3C3 Canada

05/11/2022 09:00 AM - 05/13/2022 05:00 PM

Currently Registering: **John Smith (Guest)** Not Registered

- 1 Register
- 2 **Session Selection**
- 3 Additional Options & Questions
- 4 Checkout

Session Selection

Wednesday, May 11, 2022	! No session selected ▼
Thursday, May 12, 2022	! No session selected ▼
Friday, May 13, 2022	! No session selected ▼

Back Proceed to Additional Options & Questions

Click on the down arrow to select your daily options.

Session Selection

Wednesday, May 11, 2022	✔ Session selected ^
Continuing Education - Morning - 10:30 - 12:00 PM ✔ Session selected ^	
<input type="checkbox"/> T1 - Harbourfront 2021 (3 hours - Unstructured) More Info	\$50.00
<input checked="" type="checkbox"/> T2 - Towers: Race To The Sky Note: Session includes travel and lunch to go (3 hours - Unstructured) More Info	\$50.00
<input type="checkbox"/> T3 - Mass Timber In Toronto Tour (2 hours - Unstructured) More Info	\$50.00
<input type="checkbox"/> T4 - Exhibition Place Sustainability Walking Tour (2 hours - Unstructured) More Info	\$50.00

Select the **“Special Conference Events”** your guest would like to attend.

Special Conference Events

Wednesday, May 11, 2022 ✔ Session selected ▾

Thursday, May 12, 2022 ✔ Session selected ▾

Additional Registration Questions

* Emergency Contact Name
Jane Smith

* Emergency Contact Number
(416) 449-6898

Dietary requirements
Vegan ▾

Please indicate any food allergies

Do you have any accessibility requirements (e.g. wheelchair access, audio)?

* I would like to receive exciting news, information and other marketing communications from our valued partners and sponsors
Yes ▾

[Back](#) [Proceed to Checkout](#)

To complete your personal registration, select your payment method and then select

[Submit order](#)

Please review your cart before checking out.

Payment Options

- Payment by Cheque
- Payment by Online Banking
- Payment by Interac e-Transfer
- Payment by Visa or Mastercard

Instructions

Payments may be paid through online banking for most major financial institutions. Note: You must use your OAA ID to ensure your payment is properly posted.

1. Log on to your banks website.
2. Set up the Ontario Association of Architects as a "Payee" (Ontario Association Architect if you are with CIBC).
3. For your "Account number" use your OAA ID (24451)
4. Submit your payment.

Allow 72 hours for processing by the bank and the OAA.

Click on "Submit Order" below to finalize your order.

Shopping Cart

Items

Item	Quantity	Price	Total	
OAA Conference 2022 - Inspiring Climate Action - John Smith	1	578.00	578.00	Remove

Cart Charges

Item Total	578.00
Shipping	0.00
Handling	0.00
Tax	75.14
TRANSACTION GRAND TOTAL	653.14

Promotional Code:

APPLY →

SUBMIT ORDER →