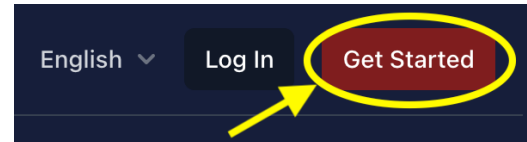
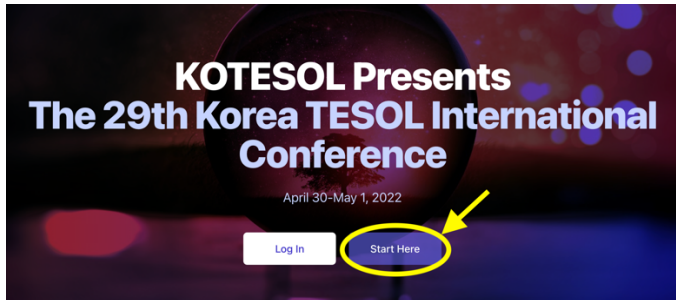


# Joining the Event Space

1. Go to <https://kotesol2022.edzil.la>

2. To create an account, click “Start Here” (in the main image) or “Get Started” (in the upper-right corner).



3. Fill in the details to create an account, or use Google or Github for single sign-on (SSO) login. Then click “Sign up.”

**Note:** The “Your Name” field should be completed in English and should be your professional name as you’d like it to appear in formal conference documents. **This name will appear on your presentations.**

## Create a new Edzil.la account

Authenticate with Google or Github (recommended):

Or sign up with

Your Name

John Smith ← Your professional name in English

Username

John Smith

Email address

jsmith@naver.com

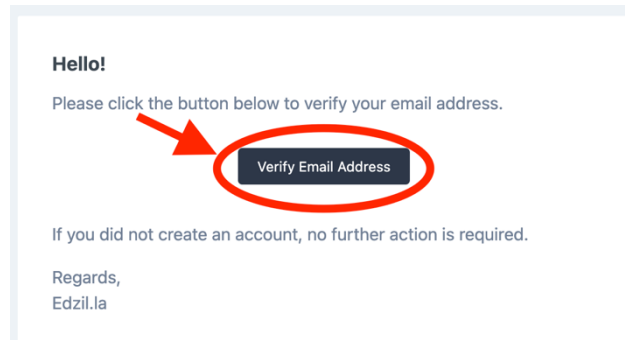
Password

.....

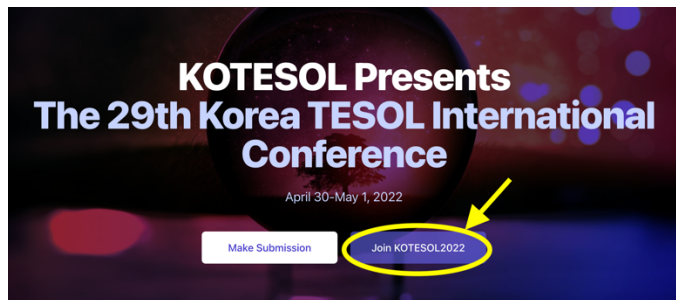
By clicking Sign Up, you agree to our [code of conduct](#). And for the site to set cookies.

4. Check your email. Click on the verification link sent by Edzil.la ([no-reply@edzil.la](mailto:no-reply@edzil.la)).

(The email might take a few moments to arrive. If it doesn't arrive after a minute or two, please check your spam filter, promotions folder, or anyplace else your email might mistakenly divert a message.)



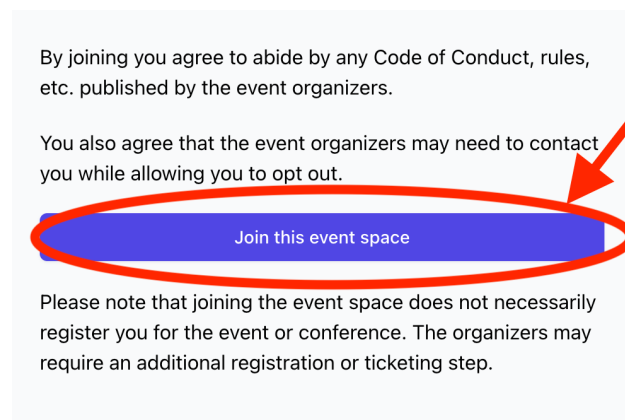
5. Click "Join KOTESOL2022" to join the event space.




If you see "Unverified Mail," this means you haven't yet clicked the verification link in your email (see Step 4). **Click the link.**



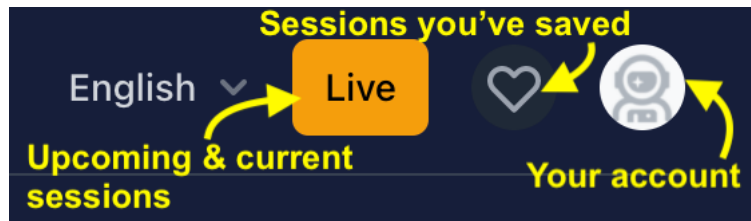
6. Click "Join this event space."



7. Congratulations! You've joined the KOTESOL2022 event space. You should see this message:

 Success! You have joined this event space. You should add a profile and avatar.

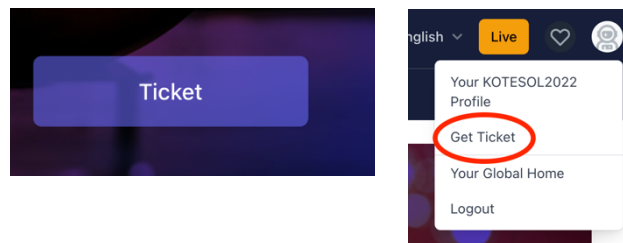
8. Now you can interact with the space. You can create a profile, get a ticket, explore the current and upcoming sessions, visit our virtual booths, and more!



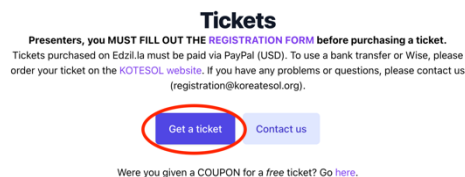
## Getting a Ticket

➤ If you want to pay via PayPal  
(Full-price tickets and Global Professional-Eligible\* tickets only):

1. On the conference platform, click "Ticket" on the landing page or select "Get Ticket" under the profile icon.



2. Select "Get a Ticket."



3. Select your ticket type: Regular Attendee or Global Professional-Eligible\*  
(\* "Global Professional-Eligible" is **ONLY** for participants from one of [THESE](#) countries, all of which have a gross national income <\$15,000 and are eligible for TESOL International's Global Professional discount).

Regular Attendee Ticket

**US\$75**

Regular Attendee Ticket

This ticket is for regular attendees (non-presenters).

Attendee (Global Professional-eligible)

Attendee (Global Professional-eligible)

This ticket is for attendees who reside in a low- or middle-income country (gross national income <\$15,000).

4. Select “Pay through PayPal.” You’ll be redirected to PayPal to complete the purchase.

**Ticket: Regular Attendee Ticket**  
**USD 75**

Pay through Paypal

Cancel

➤ **If you want to pay via bank transfer or Wise**  
**(Available through April 15):**

1. Fill out the [attendee pre-registration form](#) on the KOTESOL website. (Must have a verified online profile and be logged in to view the form at the bottom of the page.)
2. After you click “Submit,” you’ll see the ticket-order page. Select the item(s) you’d like to add to your cart.

**Individual Conference Registration Fee**

- Member Ticket (KOTESOL/partner member through May 31) 50 USD, +₩50,000
- Non-member Ticket 75 USD, +₩75,000
- Undergrad Student (with ID) Ticket 25 USD, +₩25,000
- Official Conference Volunteer Ticket (pre-approved KOTESOL member) 30 USD, +₩30,000
- International Bank Transfer Fee 10 USD, +₩10,000

**Memberships**

- International membership (I live outside of Korea), +₩70,000
- Lifetime Membership, +₩500,000
- Regular Domestic Membership (I live inside of Korea), +₩50,000
- Student Membership (I am a current undergrad student), +₩30,000

List of membership options

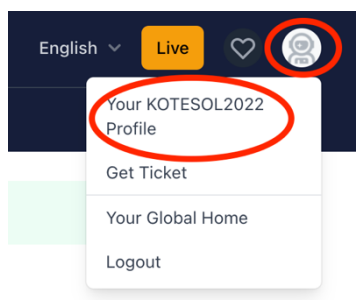
Add to cart

3. Click “Add to Cart,” then continue clicking through the shopping cart process (Checkout → Review Order → Submit Order)
4. Note the banking information on the final page of the ordering process (“Order Complete”) and transfer your payment.
5. After we receive your payment, our treasurer will match your payment to your order and mark it complete. It can take 7-10 business days for this manual process.
6. **Make sure you have joined our online event platform, <https://kotesol2022.edzil.la>.** (See “Joining the Event Space” above). After your payment is processed, we will issue a ticket to your profile on the platform.  
*Note:* Your Edzil.la receipt will say you paid 0 USD, but the receipt in your KOTESOL account will show the full and correct price.

# Interacting with the Event Space

## Before the event

To create a profile, click the “Your account” icon, then choose “Your KOTESOL2022 Profile.” Don’t forget to upload a photo!



To get a ticket, click “Get Ticket.” (See complete process above.)

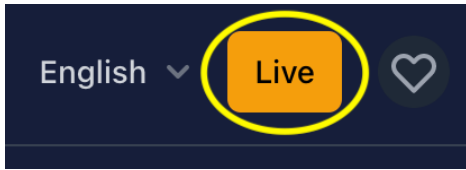
To get a receipt or attendance certificate: After you’ve purchased a ticket, “Get Ticket” will change to “Your Ticket.” If you click “Your Ticket,” you’ll find a receipt as well as an attendance certificate that you can download.

## During the event

### On the “Schedule” page: Search, save, & view a list

A screenshot of a 'Schedule' page. At the top, it says 'Schedule Go Compact (displays all)' with a red arrow pointing to the text 'Click here for a more compact list.' Below this, there are filters for 'Type: Synchronous or Asynchronous', 'SubType: Topic', and 'Format: Workshop, panel, etc.'. A 'Date (Asia/Seoul):' dropdown and a 'Submit' button are also present. The main content area shows two session listings. The first is 'Demonstration Session #2640' on 'Fri, Feb 11, 02:35-Fri, Feb 11, 02:50 Asia/Seoul | KOTESOL 1'. It has tags for 'Synchronous', 'Other Issues', and 'Graduate Student Showcase'. The second is 'Demonstration Session 2 #2641' on 'Fri, Feb 11, 03:00-Fri, Feb 11, 03:30 Asia/Seoul | KOTESOL 1' with tags for 'Synchronous', 'Other Issues', and 'Featured/Invited'. A red heart icon and the text 'Save the session to your “Favorites” list' are on the right side of the first session listing.

# On the “Live” page: Current & upcoming sessions



**Live Session Page** Search or see a more complete list → [Schedule](#) [Refresh](#)

This page refreshes automatically. Upcoming Sessions appear about 15 minutes before they start. If you have issues go to [the schedule](#) or you can manually refresh.

**Upcoming Sessions (starting soon)** ← **Sessions starting within 15 mins.**

Demonstration Session 2 #2641  
Feb 11, 03:00 AM ~ 03:30 AM Asia/Seoul

• [Click to enter Session \[Zoom\]](#) ← Zoom rooms open ~15 minutes prior to the start of the session. (If the room is not yet open, this will say “Read More.”)

Featured/Invited Synchronous Other Issues KOTESOL 1

John Smith

**In Progress** ← **Sessions happening NOW**

Demonstration Session #2640 ← **Session Title**  
Feb 11, 02:35 AM ~ 02:50 AM Asia/Seoul ← **Session Date/Time**

• [Click to enter Session \[Zoom\]](#) ← **Zoom link**

Graduate Student Showcase ← **Format** Synchronous ← **Synchronous/Asynchronous** Other Issues ← **Topic** KOTESOL 1 ← **Zoom room name**

John Smith ← **Presenter**

**Later Sessions** ← **Upcoming sessions**


# On the “Quick Lookup” page: Search by title or presenter

**Quick Lookup (experimental)**

By default, quick lookup starts from sessions that have recently started.  
You can also [view the schedule](#).

🔍 John

John ×

 **Demonstration Session#2640** ❤️

Fri, Feb 11th, 02:35 ~ 02:50 Asia/Seoul | KOTESOL 1

This is just for demonstration purposes.

Synchronous

[John Smith](#)

**Still have questions?** Contact us at [icchair2022@koreatesol.org](mailto:icchair2022@koreatesol.org).