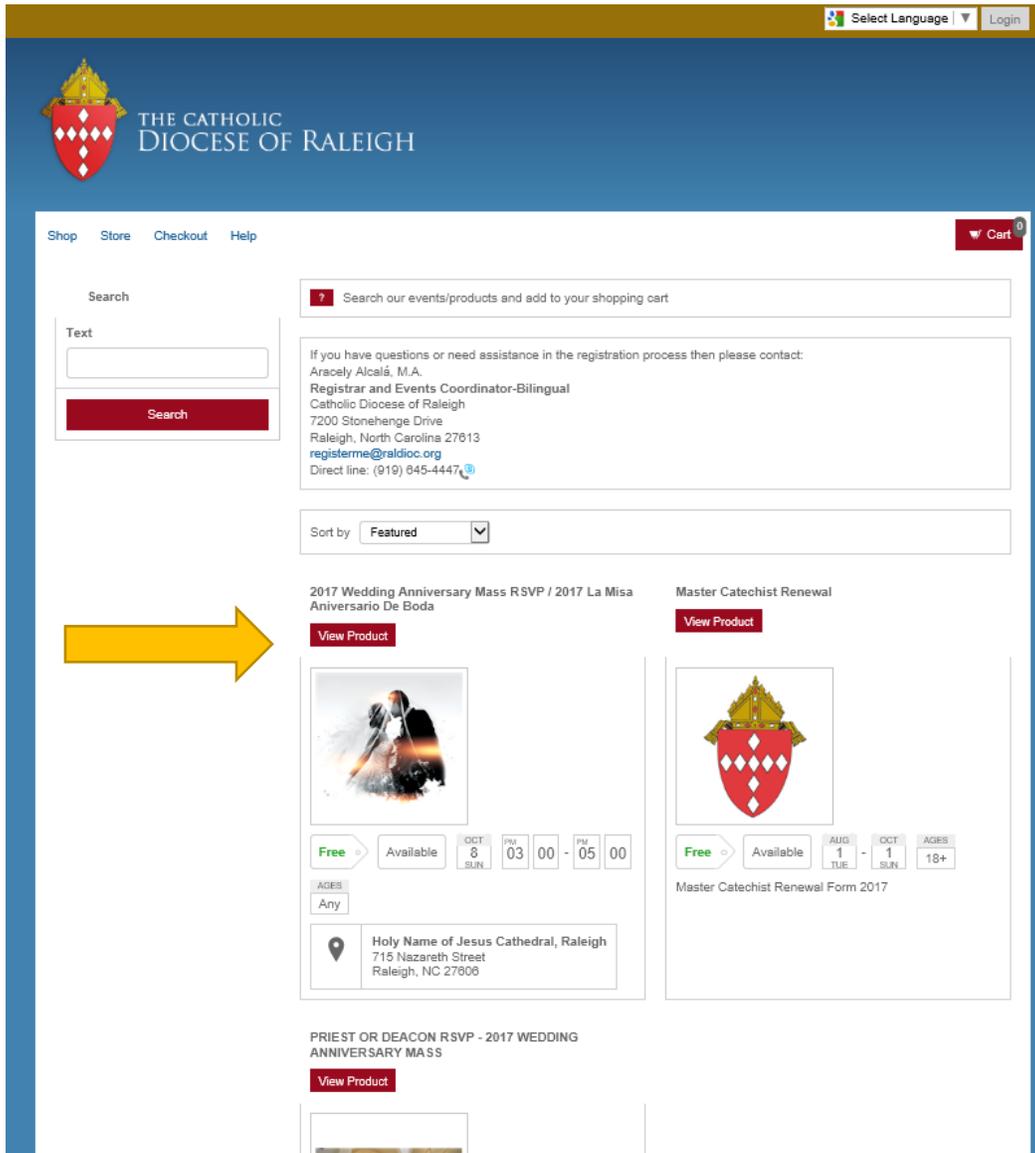


2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda -Individual Registration

1. Go to <https://raldioc.configio.com/>
 - a. You will see the following page with a list of all the events available to see:



2. Select the event you want to register by clicking “View Product”
 - a. There you will see the “Event Details” which includes the price, date, time, description and a map
 - b. You will also see tabs such as “Additional Help and Assistance” “Map” ect. click on the tabs to gain more information



The screenshot shows the website for The Catholic Diocese of Raleigh. At the top left is the diocese logo and name. Navigation links for 'Shop', 'Store', and 'Checkout' are visible. A search bar is on the left. The main content area displays event details for '2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda'. The event is free and available on Sunday, October 8th, from 3:00 PM to 5:00 PM. The location is Holy Name of Jesus Cathedral in Raleigh, NC. Below the event details are links for 'HOW TO REGISTER', 'Additional Help or Assistance', and 'Map'. A prominent message asks users to create an account to register. Two buttons are provided: 'Login to Existing Account' and 'Register for an account'. A 'Back' button is at the bottom left. A footer note mentions the website is powered by Configio.com and SolsDeiGloria.com.

3. To register, scroll down and click on the “Register for an account”
4. Once you click on “Register for an Account” it will lead to a page where you will be able to fill in “Account Information”

7 Please Create a New Account

Account Information

Profile Photo



Update Photo

*Username or Email Address

*Email Address

*Password

*Re-enter Password

*First Name

*Last Name

*Birthdate

*Gender

*Parish

Create Account

5.

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6. To create an account you must have an e-mail address.
7. If you do not have an e-mail address, please consider creating one through Gmail, Yahoo, Hotmail, or any other e-mail provider to register through Configio.
 - a. If you do not have an email account, and do not wish to set one up, then please call the Diocesan Registrar and Events Coordinator to register over the phone. (Arcely Alcala at (919)645-4447)
8. Fill in all the information from an "E-mail address" to the "Parish" then click on the red button "Create Account"
9. Once the account is created you will be taken to the "Event Details" page and when you scroll down you will see the from questions.
 - a. The 2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda form will look like this:

Search

Text

Search

Existing Participants

● Testuser3 Event (25)

<p>*Participant First Name</p> <input type="text"/>	<p>*Participant Last Name</p> <input type="text"/>
<p>Email Address</p> <input type="text"/>	
<p>HUSBAND'S FIRST NAME / NOMBRE DEL ESPOSO</p> <input type="text"/>	<p>WIFE'S FIRST NAME / NOMBRE DE LA ESPOSA</p> <input type="text"/>
<p>SPOUSE'S LAST NAME / APELLIDO DE LA PAREJA CASADA</p> <input type="text"/>	<p>WHAT ANNIVERSARY ARE YOU CELEBRATING? / QUÉ ANIVERSARIO ESTÁN CELEBRANDO?</p> <input type="text" value="(Choose One)"/>
<p>COUPLE'S MAILING ADDRESS / DIRECCIÓN DE LA PAREJA CASADA</p> <input type="text"/>	<p>CITY / CIUDAD</p> <input type="text"/>
<p>STATE / ESTADO</p> <input type="text" value="(Choose One)"/>	<p>ZIP CODE / CÓDIGO POSTAL</p> <input type="text"/>
<p>COUPLE'S PHONE NUMBER / NÚMERO DE TELÉFONO</p> <input type="text"/>	<p>COUPLE'S EMAIL ADDRESS / DIRECCIÓN DE CORREO ELECTRÓNICO DE LA PAREJA</p> <input type="text"/>
<p>SELECT YOUR CURRENT PARISH (Not necessarily the parish in which you were married) / SELECCIONE SU PARROQUIA ACTUAL (No necesariamente la parroquia en la que se casaron)</p> <input type="text" value="(Choose One)"/>	<p>HOW MANY ADDITIONAL GUESTS WILL JOIN YOU FOR MASS? / INDIQUE EL NÚMERO DE INVITADOS QUE LOS ACOMPAÑARÁ A LA MISA?</p> <input type="text"/>
<p>INTERESTED IN VOLUNTEERING DURING MASS? / ESTA USTED INTERESADO EN AYUDAR EN LAS SIGIENTES AREAS DURANTE LA MISA?</p> <p><input type="checkbox"/> Reader / Lector</p> <p><input type="checkbox"/> Eucharistic Minister / Ministro de Eucaristía</p> <p><input type="checkbox"/> Presentation of the Gifts / Presentación de los Regalos</p>	<p>DO YOU NEED SPECIAL ASSISTANCE / INDIQUE SI USTED NECESITA AYUDA ESPECIAL:</p> <p><input type="checkbox"/> Hearing assistance needed / Ayuda a personas con discapacidad auditiva</p> <p><input type="checkbox"/> Will bring wheelchair / Voy a traer una silla de ruedas</p> <p><input type="checkbox"/> Will bring walker or cane / Voy a traer un andador</p>
<p>IS ANYONE IN YOUR FAMILY AVAILABLE TO SERVE AS AN ALTAR SERVER? / INDIQUE SI ALGUIEN DE LA FAMILIA ESTÁ DISPONIBLE PARA SERVIR COMO MONAGUILLO</p> <input type="text"/>	<p>ADDITIONAL COMMENTS / COMENTARIOS ADICIONALES</p> <input type="text"/>

10. By clicking on the button next to the account name (for this example Testuser3 Event) the information you entered to create the account will be automatically filled in

Please fill in the information below for a fast and secure checkout!

Existing Participants

Testuser3 Event (25)

*Participant First Name: Testuser3

*Participant Last Name: Event

Email Address: Event.Testuser3@raldioc.org

HUSBAND'S FIRST NAME / NOMBRE DEL ESPOSO: [Empty]

WIFE'S FIRST NAME / NOMBRE DE LA ESPOSA: [Empty]

SPOUSE'S LAST NAME / APELLIDO DE LA PAREJA CASADA: [Empty]

WHAT ANNIVERSARY ARE YOU CELEBRATING? / QUÉ ANIVERSARIO ESTÁN CELEBRANDO?: (Choose One)

COUPLE'S MAILING ADDRESS / DIRECCIÓN DE LA PAREJA CASADA: [Empty]

CITY / CIUDAD: [Empty]

STATE / ESTADO: (Choose One)

ZIP CODE / CÓDIGO POSTAL: [Empty]

COUPLE'S PHONE NUMBER / NÚMERO DE TELÉFONO: [Empty]

COUPLE'S EMAIL ADDRESS / DIRECCIÓN DE CORREO ELECTRÓNICO DE LA PAREJA: [Empty]

SELECT YOUR CURRENT PARISH (Not necessarily the parish in which you were married) / SELECCIONE SU PARROQUIA ACTUAL (No necesariamente la parroquia en la que se casaron): (Choose One)

HOW MANY ADDITIONAL GUESTS WILL JOIN YOU FOR MASS? / INDIQUE EL NÚMERO DE INVITADOS QUE LOS ACOMPAÑARÁ A LA MISA?: [Empty]

INTERESTED IN VOLUNTEERING DURING MASS? / ESTA USTED INTERESADO EN AYUDAR EN LAS SIGIENTES AREAS DURANTE LA MISA?

Reader / Lector

Eucharistic Minister / Ministro de Eucaristía

Presentation of the Gifts / Presentación de los Regalos

DO YOU NEED SPECIAL ASSISTANCE / INDIQUE SI USTED NECESITA AYUDA ESPECIAL:

Hearing assistance needed / Ayuda a personas con discapacidad auditiva

Will bring wheelchair / Voy a traer una silla de ruedas

Will bring walker or cane / Voy a traer un andador

IS ANYONE IN YOUR FAMILY AVAILABLE TO SERVE AS AN ALTAR SERVER? / INDIQUE SI ALGUIEN DE LA FAMILIA ESTÁ DISPONIBLE PARA SERVIR COMO MONAGUILLO: [Empty]

ADDITIONAL COMMENTS / COMENTARIOS ADICIONALES: [Empty]

Back Add to Cart

11. Fill out the questions on the form such as "Husband's First Name" "Wife's First Name" etc.
12. When you have finished answering the questions click on the red button "Add to Cart"
13. A small box will pop up on your screen confirming that you have "Successfully Added to Cart." This means you have successfully registered and you can register for other events or "Register Another Participant" if you like. If you only wish to register for this event then click on the red button "Checkout"

The screenshot shows a website interface for 'THE CATHOLIC DIOCESE OF RALEIGH'. At the top right, there are links for 'Select Language' and 'Logout (Testuser3 Event)'. A notification box in the center reads: 'Successfully Added to Cart. You added 2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda to your Cart'. Below this, there is a small image of a couple. A yellow arrow points to a red 'Checkout' button. The main content area displays event details for '2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda', including a 'Free' price tag, 'Available' status, date 'OCT 8 SUN', time '03:00 - 05:00 PM', and location 'Holy Name of Jesus Cathedral, Raleigh, NC 27606'. Below the event details, there is a section titled 'PLEASE CREATE AN ACCOUNT TO REGISTER FOR THIS EVENT' with explanatory text and 'Back' and 'Add to Cart' buttons. The footer contains the text: 'Powered by Configio.com a SolaDeiGloria.com company 1421 N. Mullan, Suite A, Spokane Valley, WA 99206'.

14. Since this is a FREE event you will NOT have to enter billing information. You will be taken to the Process Payment page:



1. Payment 2. Process Payment

Process Payment

☰ Contact Information

*First Name

Testuser3

*Last Name

Event

*Email Address

Event.Testuser3@raldioc.org

*Confirm Email Address

Event.Testuser3@raldioc.org

Phone Number (optional)

1 234 567 8901

☰ Process Order

Your order is not complete until you click the "Process Order" button.

Item(s) \$0.00
Grand Total **\$0.00**

Process Order

☰ Review Your Order



✖ 2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda

Participant(s): Testuser3 Event

Date: 10/8/2017 - 10/8/2017, 3:00 PM - 5:00 PM

Location: Holy Name of Jesus Cathedral, Raleigh

Item Total

Free

← Back

15. Click on "Process Order."

16. The following page will load when your order is processed:

Shop Store Checkout Account Help

Purchase Confirmed



Your order has been processed.
You will receive a confirmation email within the next few minutes.

Shopping Cart

	2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda	Item Total	Free
<small>Participant(s): Testuser3 Event Dates: 10/8/2017 - 10/9/2017, 3:00 PM - 5:00 PM Location: Holy Name of Jesus Cathedral, Raleigh 715 Nazareth Street Raleigh 27606 North Carolina United States</small>			

Order Summary

Order Number: 10143
Order Date: 8/17/2017 3:13 PM

Grand Total \$0.00

Event Link

2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda [Add to Calendar](#)

Share Your Purchase

2017 Wedding Anniversary Mass RSVP / 2017 La Misa Aniversario De Boda



[Tweet](#) [Pin it](#) [Email](#) [in Share](#)

[Share](#)

17. You can then “Share Your Purchase” through social media sites such as Twitter, Pinterest, and Facebook or e-mail.
18. You are now all done and registered for the event. You will receive an automatic confirmation e-mail and a reminder e-mail 3-7 days prior to the event will also be automatically sent!
19. Thank you for using Configio!