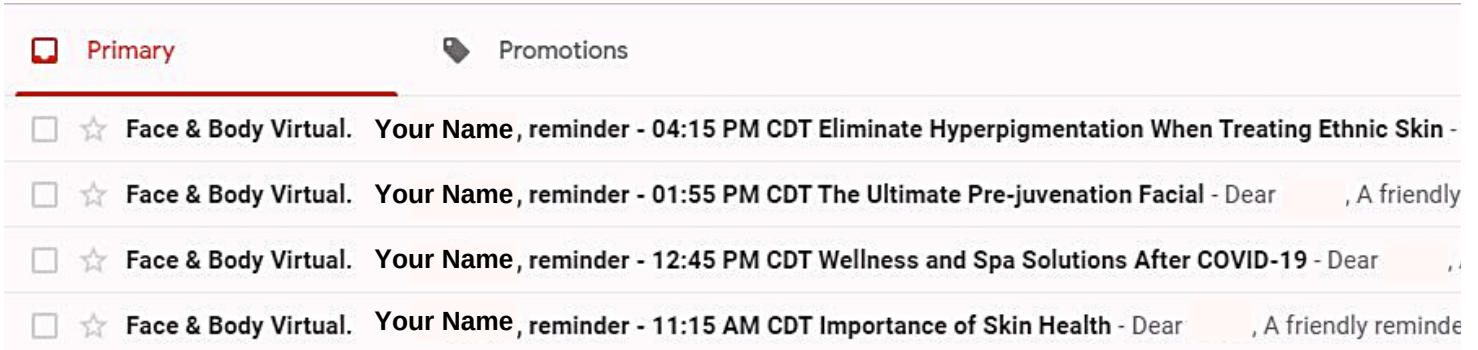


## STEP-BY-STEP INSTRUCTIONS FOR ENTERING YOUR SESSIONS

### STEP ONE: The Day Before

One day before your registered sessions, you will receive a reminder email for each individual session.



The example image above shows what you would receive on 9/15 if you signed up for 4 Advanced Education sessions on 9/16. **Note:** The amount of emails you receive is dependent on the amount of sessions you registered for.

### STEP TWO: The Day Before

In the email you receive, there will be a link to test your computer. It is recommended to test your computer the day before the session starts for the best viewing experience and to avoid any potential connection issues the day of the event.



Dear Your Name,

A friendly reminder that **Importance of Skin Health** begins in one day.

**LIVE WEBCAST DATE:** September 16, 2020

**LIVE WEBCAST TIME:** 11:15 AM CDT

**IMPORTANT:** Save this email and use the link below to enter the webcast up to 15 minutes before the start time.

**WEBCAST LINK:** <https://event.on24.com/wcc/r/2505275/3F2EB775D7DC27497E27A3D5869A>

**EMAIL:** The email you registered with

FOR THE BEST EXPERIENCE IT IS IMPORTANT TO TEST YOUR COMPUTER, **BEFORE** THE WEBCAST:

[Click now to test your computer](#)

If the test did not work, try a different web browser.

FOR THE BEST EXPERIENCE IT IS IMPORTANT TO TEST YOUR COMPUTER, **BEFORE** THE WEBCAST:  
[Click now to test your computer](#)  
If the test did not work, try a different web browser.

Thank you and enjoy the Face & Body Virtual Webcast!

## STEP THREE (optional): The Day Before

Add sessions to your Outlook Calendar, iCal or Google Calendar for an extra reminder by using these links:



### Advanced Education Classes

*In-Depth Brand-Neutral Professional Skin Care Education*



Dear Your Name,

A friendly reminder that **Importance of Skin Health** begins in one day.

**LIVE WEBCAST DATE:** September 16, 2020

**LIVE WEBCAST TIME:** 11:15 AM CDT

**IMPORTANT: Save this email** and use the link below to enter the webcast up to 15 minutes before the start time.

**WEBCAST LINK:** <https://event.on24.com/wcc/r/2505275/3F2EB775D7DC27497E27A3D5869A>

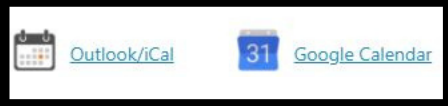
**EMAIL:** The email you registered with

**FOR THE BEST EXPERIENCE IT IS IMPORTANT TO TEST YOUR COMPUTER, BEFORE THE WEBCAST:**

[Click now to test your computer](#)

If the test did not work, try a different web browser.

Thank you and enjoy the *Face & Body* Virtual Webcast!



[Outlook/iCal](#)



[Google Calendar](#)

## STEP FOUR: The Day of Your *Face & Body* Virtual Sessions

You will also receive another reminder email one hour before the session starts. **No more than 15 minutes before the start time**, click the URL from either reminder email to enter the session. Take note of the email address listed, as you will need it for the next step.



### Exhibitor Product Classes

*Brand-Specific Product Education*



Dear Your Name,

A friendly reminder that **Inside Skin Script** begins in one hour.

**LIVE WEBCAST DATE:** September 14, 2020

**LIVE WEBCAST TIME:** 11:00 AM CDT

**IMPORTANT: Save this email** and use the link below to enter the webcast up to 15 minutes before the start time.

**WEBCAST LINK:** <https://event.on24.com/wcc/r/2505216/E8F24C0BE59F1483EEF40A38A5CB4742>

**EMAIL:** The email you registered with

Thank you and enjoy the *Face & Body* Virtual Webcast!

## STEP FIVE: The Day of Your Face & Body Virtual Sessions

The URL should open up a new tab in your internet browser. Log in using the email address listed in the reminder email you received.

**SKIN INC.® FACE & BODY**  
The Event for Serious Spa Professionals & Owners  
VIRTUAL EVENT

### Exhibitor Product Class

Session by Skin Script

**SKIN SCRIPT.™**  
YOUR PRESCRIPTION FOR SKIN CARE

#### Summary

To attend my presentation you need to register.

**REGISTER**

#### Overview

**Title:** Inside Skin Script  
**Date:** Monday, September 14, 2020  
**Time:** 11:00 AM Central Daylight Time  
**Duration:** 25 minutes

If you have previously registered for this event, please login below:

Email\*

**LOGIN**

## STEP SIX: The Day of Your Face & Body Virtual Sessions

After logging in, you will enter the *Face & Body* Virtual console. Your session will begin in the console at the start time. The console will look similar and have the same functions for both Advanced Education and Product Knowledge sessions. Below is what the console will initially look like when you enter. See next page for everything you can do in the console!

CLICK ON ANY OF OUR SPONSORS TO VISIT THEIR WEBSITE

**SKIN INC.® FACE & BODY**  
The Event for Serious Spa Professionals & Owners  
VIRTUAL EVENT

**BIO FRANCE LAB**

**DMK**  
Danné Montague-King®

**ÉMINENCE**  
ORGANIC SKIN CARE  
HUNGARY · SINCE 1958

**HEAVEN'S MELODY**  
PROFESSIONAL SKINCARE

**VIKTORIA DEANN**  
THE ART OF COSMETOLOGY

#### Presenter

**Elaine Sterling**  
CEO and Founder  
The Elaine Sterling Institute

Elaine Sterling is the school owner, founder, visionary and CEO of The Elaine Sterling Institute, Elaine Sterling Skincare and Esthetique Skin Spa. Sterling is a licensed esthetician and esthetician instructor. Sterling holds very prestigious international diplomas and is internationally trained and certified as a Beauty Therapist (LE, LEI, CIDESCO Diplomat, and ITEC).

Sterling's passion for skin, health and well-being is paramount to her and is reflected and energized in all of her professional endeavors from writing curriculum, beauty and wellness

Share this with Colleagues

Facebook Twitter LinkedIn Email

#### The Ultimate Pre-juvenation Facial

**SKIN INC.® FACE & BODY**  
The Event for Serious Spa Professionals & Owners  
VIRTUAL EVENT

### Advanced Education Class

In-Depth Brand-Neutral Professional Skin Care Education

#### Q&A

Enter your question

**Submit**

#### Resource List

- The Elaine Sterling Institute website
- F&B** Face & Body Events
- Skin Inc. magazine website

**Speaker: Elaine Sterling**  
**The Ultimate Pre-Juvenation Facial**

? Chat Video Q&A Profile Document Share List



## STEP SIX (continued): The Day of Your *Face & Body* Virtual Sessions

In the console, you can:

- View the presentation
- Learn more about the speaker(s)
- Share the webcast on social media
- Ask questions
- Download materials or visit related websites
- Use the Event Help Guide in case of any issues

The screenshot shows the virtual event console interface. At the top, there are logos for SKIN INC. FACE & BODY, BIO FRANCE LAB, DMK (Danné Montague-King), ÉMINENCE ORGANIC SKIN CARE, HEAVEN'S MELODY PROFESSIONAL SKINCARE, and VIKTORIA DEANN. Below the logos is a navigation bar with icons for Home, Q&A, and Resource List. The main content area is divided into several sections: a Presenter profile for Elaine Sterling, a large central presentation window titled 'The Ultimate Pre-juvenation Facial' with the subtitle 'Advanced Education Class', a Q&A box, and a Resource List. A yellow box highlights the 'Event Help Guide' icon in the bottom navigation bar. Red arrows point from the text boxes to the corresponding UI elements.

CLICK ON ANY OF OUR SPONSORS TO VISIT THEIR WEBSITE

**SKIN INC. FACE & BODY**  
The Event for Serious Spa Professionals & Owners  
VIRTUAL EVENT

**BIO FRANCE LAB**

**DMK**  
Danné Montague-King®

**ÉMINENCE**  
ORGANIC SKIN CARE  
HUNGARY · SINCE 1958

**HEAVEN'S MELODY**  
PROFESSIONAL SKINCARE

**VIKTORIA DEANN**  
THE DAY OF YOUR FACE & BODY

**Presenter**

**Elaine Sterling**  
CEO and Founder  
The Elaine Sterling Institute

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Sterling's passion for skin, health and well-being is paramount to her and is reflected and energized in all of her professional endeavors from writing curriculum, beauty and wellness

Share this with Colleagues

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**The Ultimate Pre-juvenation Facial**

**SKIN INC. FACE & BODY**  
The Event for Serious Spa Professionals & Owners  
VIRTUAL EVENT

**Advanced Education Class**  
In-Depth Brand-Neutral Professional Skin Care Education

The presentation plays in the big center module of the console. Click the arrows or square to make this module larger.

**Q&A**

Enter your question \*

Submit

**Resource List**

The Elaine Sterling Institute website

F&B Face & Body Events

Skin Inc. magazine website

**Speaker: Elaine Sterling**  
**The Ultimate Pre-Juvenation Facial**

At the end of the session, a short survey will appear. Please take this survey to help us make our events even better!

Need any help?  
Click the yellow box to open the Event Help Guide.

**Presenter**

**Elaine Sterling**  
CEO and Founder  
The Elaine Sterling Institute

Elaine Sterling is the school owner, founder, visionary and CEO of The Elaine Sterling Institute, Elaine Sterling Skincare and Esthetique Skin Spa. Sterling is a licensed esthetician and esthetician instructor. Sterling holds very prestigious international diplomas and is internationally trained and certified as a Beauty Therapist (LE, LEI, CIDESCO Diplomat, and ITEC).

Sterling's passion for skin, health and well-being is paramount to her and is reflected and energized in all of her professional endeavors from writing curriculum, beauty and wellness

Share this with Colleagues

Facebook Twitter LinkedIn Email

**Q&A**

Enter your question \*

Submit

**Resource List**

The Elaine Sterling Institute website

F&B Face & Body Events

Skin Inc. magazine website

Learn about the session's presenter and share this webcast on social media on the left side of the console.

Have a question for the speaker? Use the Q&A box and the presenter will get back to you after the event. Use the resource list to download documents or visit related websites.