## How to Choose your Conference Sessions:

Note: You are only able to select your sessions after payment has been processed.

Log into your TJCTC account on our website.

On the left hand side menu, select "**My Conferences**" and then click on the blue title of the conference you would like to select classes for.

This will prompt you to log in again. Once you have logged back in, you will see the following screen.

# Your [Selected Conference Title Here] Registration

## What would you like to do?

Register into package

Select your sessions and view your schedule

Cancel your registration

Purchase add-ons

Click on "Select your sessions and view your schedule". (Seen circled above)

On the next screen, you will see 2 lists: Selected Sessions and Sessions Available for Selection.

### Conference Registration > Session Selection

The following sessions are available with your purchased conference registration and add-ons. You may add or remove sessions from your schedule below. (For sessions with restricted availability, please contact us for assistance.)

Selected Sessions						Pri	nt Selected Ses	sions
This conference awards a maximum of 10.0 CEUs.								
Session	Tracks	Location	Date	Time	CEUs	Speaker	Availability	Remove
JPCA Welcome + Intro to Resources			27 Nov 2023	08:00 AM - 09:00 AM	1.0		Open	
Ethical Approach to the Bench (CIVIL)			27 Nov 2023	09:00 AM - 10:00 AM	1.0		Open	
Panel Discussion: Working Within Your County (CIVIL)			27 Nov 2023	10:00 AM - 12:00 PM	2.0		Open	
Trauma-Informed Courts (CIVIL)			29 Nov 2023	08:00 AM - 10:00 AM	2.0		Open	
Procedural Fairness: Equal Access to Justice (CIVIL)			29 Nov 2023	10:00 AM - 12:00 PM	2.0		Open	
Sessions Available For Selection								
Filter Sessions Date:  Available Only							Apply	Reset
Session	Trac	ks Locat	ion Date	Time	CEUs	s Speake	r Availability	Add
Criminal Scenarios: When the Defendant Doesn't Show	v		27 Nov 2023	01:00 PM - 02:00 PM			Unlimited	Add

General Sessions are the large classes that everyone must attend. These will be the only courses listed during a designated time and must still be added to your schedule. These are normally the first and last couple of courses on the list.

Other available courses are listed under Sessions Available for Selection.

Click on the Add button on the right-hand side of the page to add the class to your schedule.

#### **Filter Sessions**

Date:

Available Only

v

Session	Tracks	Location	Date	Time	CEUs	Speaker	Availability	Add
Criminal Scenarios: When the Defendant Doesn't Show			27 Nov 2023	01:00 PM - 02:00 PM			Unlimited	Add
Magistrating Out-of-County Warrants			27 Nov 2023	01:00 PM - 02:00 PM			nited	Add
Mental Health Resources for Judges (CIVIL)			27 Nov 2023	01:00 PM - 02:00 PM	1.0		Unlimited	Add
Appointment of Counsel			27 Nov 2023	02:00 PM - 03:00 PM			Unlimited	Add
Criminal Scenarios: Deferred Disposition/DSC			27 Nov 2023	02:00 PM - 03:00 PM			Unlimited	Add
Ordering and Understanding Toxicology Reports (CIVIL)			27 Nov 2023	02:00 PM - 03:00 PM	1.0		Unlimited	Add
Exempt Property Hearing and Receivership Scenarios (CIVIL)			27 Nov 2023	03:00 PM - 05:00 PM	2.0		Unlimited	Add
Inquest Scenarios & Roundtable Discussion (CIVIL)			27 Nov 2023	03:00 PM - 05:00 PM	2.0		Unlimited	Add

Rese

Apply

### The class has now been added to the *Selected Sessions* schedule on top.



The classes that are at the same time as the selected class now say "Schedule Conflict" and cannot be added to the *Selected Sessions*.

Continue this until you can no longer add any more classes.

Click on Print Selected Sessions to get a list of your sessions to save.



You can come back to this page at any time to edit your class schedule until the conference ends. We suggest that you update this page if you change classes on site so that we can keep accurate track of which classes you have attended. This is especially important for Judges who are required to receive a certain number of Civil Hours. The number of Civil Hours per class is listed under CEUs.

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Procedural Fairness: Equal Access to Justice (CIVIL)			29 Nov 2023	10:00 AM - 12:00 PM	2.0	Open