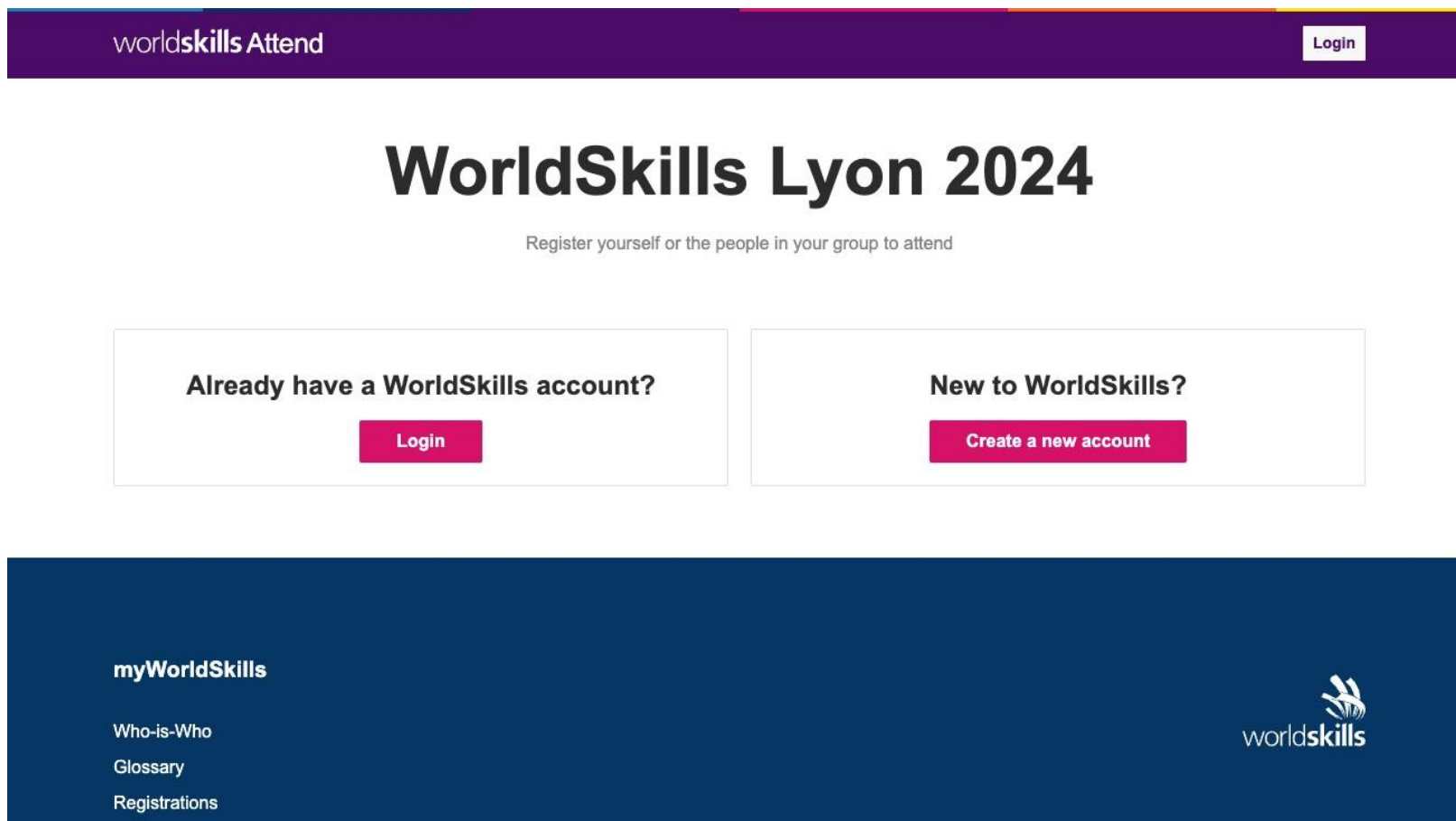


# REGISTRATION USER GUIDE

## MEDIA - WSC2024

# STEP 1: REGISTRATION SYSTEM

## REGISTER POSITION & PEOPLE



The screenshot shows the 'worldskills Attend' header with a 'Login' button. The main heading is 'WorldSkills Lyon 2024' with the subtext 'Register yourself or the people in your group to attend'. Below this are two options: 'Already have a WorldSkills account?' with a 'Login' button, and 'New to WorldSkills?' with a 'Create a new account' button. At the bottom, there is a 'myWorldSkills' menu with links for 'Who-is-Who', 'Glossary', and 'Registrations', and the WorldSkills logo.

- The registration system for media can be accessed at <https://attend.worldskills.org/WSC2024/media>
- If you already have a WorldSkills account, click the “Login” button and enter your username and password to access the system. If you do not have a WorldSkills account, click the “Create a new account” button and proceed with the account creation process.

# STEP 1: REGISTRATION SYSTEM

## REGISTER POSITION & PEOPLE

The screenshot shows the 'worldskills Attend' interface for 'WorldSkills Lyon 2024' (10 September 2024 to 15 September 2024). The top navigation bar is purple with the 'worldskills Attend' logo and a 'TP' icon. Below the header, there are two main sections: 'Add people' and 'Packages'. The 'Add people' section shows 'NONE REGISTERED' and a '+ Register myself' button. The 'Attendees' section contains a light blue bar with 'Are you attending this event?' and a '+ Register myself' button, followed by the text 'Please register people that are attending this event' and a '+ Register person' button. A 'Packages' button is visible at the bottom right of the interface.

- To register yourself for the event, click the "Register myself" button. To register someone else click the "Register person".

# STEP 1: REGISTRATION SYSTEM

## REGISTER POSITION & PEOPLE

Media positions are required to enter information relating to their organization and their position. These fields are:

These fields are:

- Organization
- List attendance at any past WorldSkills Competitions
- Describe your focus for covering the event
- Press position
- Media Agency & Broadcasting position
- Interested in tickets for

### Register a person

Registering for  
Media

First Name

Peter

Last Name

Parker

Email

peter.parker@dailybugle.com

Gender

Male

Female

Other

Organization

The Daily Bugle

List attendance at any past WorldSkills Competitions (Optional)

WorldSkills Kazan 2019

Describe your focus for covering the event

The Competitor experience

Press position

Photographer

x



Media Agency & Broadcasting position

Photographer

x



Interested in tickets for

Closing Ceremony

x



Save

Cancel

# STEP 1: REGISTRATION SYSTEM

## REGISTER POSITION & PEOPLE – EVENT SPONSOR MEDIA

- Media positions require approval, and until they are approved the registration will be highlighted yellow and tagged as “Pending Approval”.
- Once the positions have been approved you will receive a formatted email from WorldSkills, and you will be able to proceed to the background security check

The screenshot shows the 'WorldSkills Attend' interface for 'WorldSkills Lyon 2024' (10 September 2024 to 15 September 2024). The top navigation bar is purple with 'worldskills Attend' on the left and a 'TP' icon on the right. Below the header, there are two main sections: 'Add people' and 'Packages'. The 'Add people' section shows 'NONE REGISTERED' and 'PENDING APPROVAL : 1'. The 'Attendees' section has a sub-header 'Attendees' and a note 'Please register people that are attending this event'. A table lists one attendee: Peter Parker (peter.parker@dailybugle.com) with a 'Pending approval' tag and a 'remove' button. Below the table is a '+ Register person' button. A 'Packages' button is also visible at the bottom right of the interface.

## STEP 2 : BACKGROUND SECURITY CHECK

# REGISTER YOUR PERSONAL INFORMATION FOR FRENCH NATIONAL SECURITY

### 1. Login into the WSI Attend system

### 2. Click on Identification details : from May 21

Group: Test Organization [Change group](#)



Add people

COMPLETE : 7



Identification details

NOT STARTED



Packages

### 3. Click on 'Edit'

#### Identification details



Peter Parker

Required information is missing

Edit

# STEP 2: ACCREDITATION BGC –PROCESS ATTEND

7. Check the status

4. Fill in ALL the data

Peter Parker  
Contractor Waiting for approval

First Name as per ID \*  
Peter

Last Name as per ID \*  
Parker

Date of Birth \*  
1998-07-22

ID Type \*  
French National ID

Passport or ID Number \*  
FN12345678

Place of Birth \*  
Revin

Region of Birth (France only) \*  
8 - Ardennes

Nationality \*  
France

Terms & Conditions \*  
[Accreditation Terms & Conditions](#)

I agree to the Terms & Conditions \*

**Save** Cancel



5. Read & Agree T&C

6. Save

# STEP 2 : BACKGROUND SECURITY CHECK

## ACR STATUTS

Required information is missing

1

Waiting for approval

2

Data approved

3



Once approved, the accreditation badge is ready to be picked up at the dedicated accreditation center.





worldskills  
Lyon2024

Presented by

**SAMSUNG**

**THANK YOU AND SEE YOU  
SOON IN LYON**

**47TH**  
WORLDSKILLS  
COMPETITION