

[www.iso.org](http://www.iso.org)

Registration Guide

# How to register ?

The screenshot shows the ISOO website homepage. At the top left is the ISOO logo and the text "International Society of Ocular Oncology". A search bar is located at the top right. Below the header is a blue navigation bar with links: "Homepage | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013". A secondary navigation bar contains the text "Welcome, Register today". The main content area features a large banner with a world map and a photo of a doctor examining a patient. The banner text reads "Welcome To ISOO Register Today" with a "Click to Start" button. Below the banner, there are two columns of content. The left column is titled "How to Register ? | FAQs" and contains introductory text about the society's mission and a photo of a building. The right column is titled "Forum & Tools" and lists several links: "Ask a specialist", "Ask a colleague", "Find an Ocular Oncologist", "Newsletter", "Contact Us", "New Membership request", and "Registration Guide". At the bottom of the page, there is a footer with copyright information and the text "Powered by WEBFOCUS".

Step 2:  
Becoming an  
ISOO member  
Use this

Step 1:  
Please use this for  
registration to the  
isoo.org website

Step 2:  
Becoming an  
ISOO member  
or this

# How to register ?

The screenshot shows the ISOO website interface. At the top left is the ISOO logo and the text "International Society of Ocular Oncology". A navigation bar contains links: "Homepage | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013". A search bar is on the top right. A blue banner below the navigation bar says "Welcome, Register today". A dropdown menu is open over the "Membership" link, listing: "Who can become a member?", "Member Categories", "Membership fee", "Benefits", "Join us", "Renew Membership", and "Update your profile". A green arrow from a callout box points to the "Renew Membership" option. Below the banner is a large image of a doctor examining a patient's eye. The main content area is divided into two columns. The left column has a section titled "How to Register ? | [FAQs](#)" with text: "The International Society of Ocular Oncology is driven by a vision of providing a supportive platform for collaborative efforts to further advancement in the knowledge and practice of ophthalmic oncology worldwide. The Society formally brings together clinicians and researchers with special interest in the tumors of eye and adnexa." Below this is a photo of a modern building and a table with registration details: Venue: Cleveland, OH, USA; Dates: Sep 30 - Oct 3, 2013; Website: Go to the 2013 Tab above to view all the information!. The right column has a section titled "Forum & Tools" with links: "Ask a specialist", "Ask a colleague", "Find an Ocular Oncologist", "Newsletter", "Contact Us", "New Membership request", and "Registration Guide". At the bottom of the right column is a blue box: "In order to receive emails from ISOO.org, you have to sign up for our mailing list". The footer contains "All rights reserved Copyright © 2009" on the left, "Powered by WEBFOCUS" in the center, and "ISOO International Society of Ocular Oncology" on the right.

Step 2:  
Becoming an  
ISOO member  
or this

International Society of  
Ocular Oncology  
ISOO

Homepage | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013 |

Welcome, Register today

Who can become a member ?  
Member Categories  
Membership fee  
Benefits  
Join us  
Renew Membership  
Update your profile

Welcome  
Register  
Click to

**How to Register ? | [FAQs](#)**

**The International Society of Ocular Oncology** is driven by a vision of providing a supportive platform for collaborative efforts to further advancement in the knowledge and practice of ophthalmic oncology worldwide.

The Society formally brings together clinicians and researchers with special interest in the tumors of eye and adnexa.

Venue: Cleveland, OH, USA  
Dates: Sep 30 - Oct 3, 2013  
Website: Go to the 2013 Tab above to view all the information!

**Forum & Tools**

- [Ask a specialist](#)
- [Ask a colleague](#)
- Find an Ocular Oncologist
- Newsletter
- [Contact Us](#)
- [New Membership request](#)
- Registration Guide

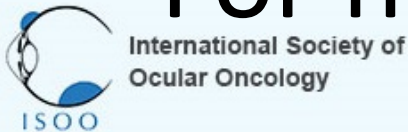
In order to receive emails from ISOO.org, you have to sign up for our mailing list

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ISOO International Society of Ocular Oncology

# For new users of the website



[Homepage](#) | [About ISOO](#) | [Membership](#) | [Research](#) | [Education](#) | [Patient information](#) | [Past ICDO Meetings](#) | [ICDO 2013](#) |

Welcome, Register today

## Login/Registration

### Entry for registered users

Username:

Password:

[Forgot Password?](#)

Login

I agree to the terms of use [Click here to read](#)

### New user registration

Username:

Password:

Confirm password:

E-mail:

Do you want to join the mailing list?

I agree to the terms of use [Click here to read](#)

Registration

This is enough  
for registering to  
the website.

Differentiate:

1. Website registered users
2. ISOO members

You must be 1 to also be 2.

Users who wish to become members will send in their request directly from the Homepage, or when trying to pay the membership. The Membership Committee will notify users of their decision.

# For returning users of the website



International Society of  
Ocular Oncology



[Homepage](#) | [About ISOO](#) | [Membership](#) | [Research](#) | [Education](#) | [Patient information](#) | [Past ICDO Meetings](#) | [ICDO 2013](#) |

Welcome, Register today

## Login/Registration

### Entry for registered users

Username:

Password:

[Forgot Password?](#)

Login

I agree to the terms of use [Click here to read](#)

### New user registration

Username:

id:

password:

Do you want to join the mailing list?

I agree to the terms of use [Click here to read](#)

Registration

Just enter your  
details and  
you're in !



# Before you pay your membership dues

Existing users of the website, and new users will have to update their personal information before being able to pay the membership dues.

New applicants for the ISOO can also pay, baring in mind that if the Membership Committee rejects their application, they will be issued a full refund.

Please make sure to enter the same username with which you've registered and logged-in.

## Important !

Make sure to pay the membership dues separately from any other payment and before registering to the meeting

International Society of  
Ocular Oncology

ISOO

Homepage | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013 |

Welcome, Register today

### Renew Membership

#### Registration Instructions

You can view the "Registration Guide" on the Home page

Please note that users registered to the ISOO website are not yet members of the Society.

To ease registration, we are now allowing you to pay your membership dues once you've registered to the website.  
However, if you are a new applicant, your membership application will be directed to the Membership Committee.  
They will notify you of acceptance or rejection.  
They may ask for additional information, mainly recommendations from existing members.

If your application is rejected, you shall receive a full refund of the membership dues.

#### Personal information -Membership form

First Name \*

Middle name

Last name \*

E-mail: \*

ISOO username request \*

Please use the same username as the one for logging in to the website

Telephone: \*


Country \*

City \*

Membership group \*

Upload your CV (in English) \*  Browse...

Message contents: \*

Captcha  Load New Code

Enter the code exactly as shown in the image:  
(Cookies must be enabled in your browser)

Submit

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# Step 3: pay your dues

## Important !

Make sure to pay the membership dues separately from any other payment and before registering to the meeting

The screenshot shows the ISOO website's 'Membership Fee' page. The page header includes the ISOO logo and navigation links: 'Homepage | About ISOO\* | Membership\* | Research\* | Education\* | Patient information\* | Past ICOO Meetings\* | ICOO 2013\* |'. A search bar is located in the top right. Below the navigation is a 'Welcome, Register today' message. The main content area is titled 'Membership Fee' and contains a list of bullet points regarding dues. At the bottom of the page, there is a payment section with a 'Pay Here!' button and logos for VISA Electron, PayPal, MasterCard, and VISA. Two green callout boxes with arrows point to the payment section: 'Click here !' points to the 'Pay Here!' button, and 'Or here !' points to the payment logos.

International Society of Ocular Oncology

ISOO

Homepage | About ISOO\* | Membership\* | Research\* | Education\* | Patient information\* | Past ICOO Meetings\* | ICOO 2013\* |

Welcome, Register today

Home >> Membership >> c Membership fee

### Membership Fee

- With consideration for the expenses of conducting correspondence and other routine activities of the Society, the Executive Council will periodically propose Annual Dues to cover their reasonable costs.
- The current biannual membership fee is US \$ 150, payable by January 31 every year.
- Honorary Members and Emeritus Members do not pay Annual Dues.
- A member who has not paid the Annual Dues after being reminded in writing at least once will forfeit membership in the Society.
- The expenses of Regular Meetings shall be defrayed by a Registration Fee to be determined by the Executive Council. Honorary Members, Emeritus Members and Guests shall not normally be exempt from Registration Fees.

Click here !

Or here !

Pay Here !

USE PAYPAL TO ACCEPT FEES,  
YOU CAN EITHER USE A PAYPAL ACCOUNT OR A CREDIT CARD

VISA Electron PayPal MasterCard VISA

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# Add “membership” to your cart

## Important !

Make sure to pay the membership dues separately from any other payment and before registering to the meeting

The screenshot shows the ISOO website interface. At the top left is the ISOO logo and the text "International Society of Ocular Oncology". A search bar is located at the top right. A blue navigation bar contains links: "Homepage | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013". Below this is a black bar with the text "Welcome, Register today".

The main content area has a dark grey header with a dollar sign icon and the text "Pay Membership Fees Here". Below this, the text reads: "The membership is US\$150 /2 years." followed by instructions: "Please make sure that when filling in the payment information the name and email address match the ones in your user profile. At least one of them has to match. Otherwise your payment will not be linked with you and you will not receive the password for abstract submission and for the reduced meeting registration rate." It also states: "If you have just applied for an ISOO membership for the first time: please note that your membership is still pending approval of the Membership Committee. If your request is rejected, you shall receive a full refund on your payment of membership dues." Below this is the instruction: "Please keep the receipt from PayPal."

At the bottom of the main content area, there is a table with the following row: "Description: Membership Price: 150.00 \$ [Add to chart](#)". A green box with the text "Click here !" is positioned above the "Add to chart" link, with a green arrow pointing to it.

The footer contains: "All rights reserved Copyright © 2009" on the left, "ISOO International Society of Ocular Oncology" on the right, and "Powered by WEBFOCUS" in the center.

# Virtual shop page



International Society of  
Ocular Oncology



[Homepage](#) | [About ISOO](#) | [Membership](#) | [Research](#) | [Education](#) | [Patient information](#) | [Past ICOO Meetings](#) | [ICOO 2013](#) |

[Send message to member](#)

[zzzz - Message Box](#)

[Change Name](#)

[Update your Profile](#)

[LogOut](#)

## Your Shopping Cart:

Product Name	Unit price	Quantity	Product Total	Shipping Costs (per unit)	Delete
<a href="#">Membership</a>	\$150.00	<input type="text" value="1"/> <a href="#">Update</a>	\$150.00 (Including Tax/VAT)	\$0.00	<a href="#">X</a>

### Total:

Price: \$150.00

Shipping cost: (Including tax) \$0.00

**Total Amount:**  
(Including Tax/VAT and shipment costs) **\$150.00**

Number of installments: 2

[Checkout](#)

[Continue Shopping](#)

## Products from the same category

[Membership](#)

Price: 150.00

[Add to cart](#)

**Important !**

Make sure to pay the membership dues separately from any other payment and before registering to the meeting

# Payment page

Please note that if an assistant is registering you, the information on this page has to match YOUR information, otherwise you won't be entitled to member's benefits.

Please make sure to keep the receipt at the end of this process.

International Society of Ocular Oncology

Home page | About ISOO\* | Membership\* | Research\* | Education\* | Patient information\* | Past ICDO Meetings\* | ICDO 2013\* |

Send message to member zzzz - Message Box | Change Name | Update your Profile | LogOut

**Order form:**  
Below is your purchase summary. Please make sure the information is correct and fill out the order details at the bottom of the page.

Product Name	Unit price	Quantity	Product Total	Shipping Costs (per unit)
Membership	\$150.00	1	\$150.00 (Including Tax/VAT)	\$0.00

**Total:**

Price:	\$150.00
Shipping cost: (including tax)	\$0.00
<b>Total Amount:</b> (Including Tax/VAT and shipment costs)	<b>\$150.00</b>
Number of installments:	2

**Select Payment Method**

Payment Method\*

**Please enter your personal details:**

First Name:\*

Last Name:\*

Invoice to:\*

Address:\*

City:\*

State/Province:

P.O. Box/Zip code:\*

Country:\*

Phone Number:\*

Fax:

E-mail:.\*

Comments or Special Requests:

Ship to a different address

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התנתקות אתרים • קידום אתרים •

# Data received – now pay

- You shall be transferred to the secure PayPal page where you can pay with your credit Card or with a PayPal account.



International Society of  
Ocular Oncology



[Homepage](#) | [About ISOO](#) | [Membership](#) | [Research](#) | [Education](#) | [Patient information](#) | [Past ICDO Meetings](#) | [ICDO 2013](#) |

Welcome, Register today

We received your information, click the button for payment



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ISOO International Society of Ocular Oncology

Powered by [WEBFOCUS](#)

# Step 4: Final payment and receipt

The info you enter here will be used to confirm your payment and will serve as your receipt.

Please print it for your records.

We cannot issue other receipts.

**Your order summary**

Descriptions	Amount
<b>Shopping Cart</b>	
Item price: \$150.00	\$150.00
Quantity: 1	
<hr/>	
<b>Item total</b>	<b>\$150.00</b>
<b>Total \$150.00 USD</b>	

**Choose a way to pay**

▶ **Pay with my PayPal account** **PayPal**

Log in to your account to complete the purchase

▼ **Pay with a credit card**

(Optional) Join PayPal for faster future checkout

---

Country

Card number

Payment Types

Expiration date mm  / yy

CSC

[What is this?](#)

First name

Last name

Street and house number

More address details (optional)

City

ZIP code (optional)

[Look up ZIP code](#)

Telephone

Email

**Review and Continue**

*Payments processed by **PayPal***

[Cancel and return to ISOO - the International Society of Ocular Oncology.](#)

[Site Feedback](#)

PayPal. The safer, easier way to pay. For more information, read our [User Agreement](#) and [Privacy Policy](#).

Copyright © 1999-2013 PayPal. All rights reserved. Consumer advisory- PayPal Pte. Ltd., the holder of PayPal's stored value facility, does not require the approval of the Monetary Authority of Singapore. Users are advised to read the [terms and conditions](#) carefully.

# Remaining questions ?

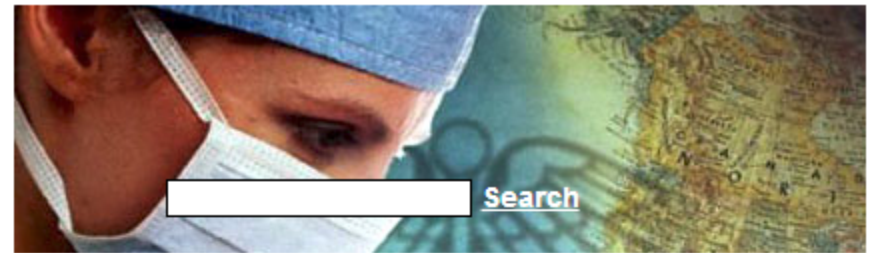
- If you have any remaining questions, please check the Frequently Asked Questions (FAQs) section via a link from the Home page.
- If you can't find the answer there, please contact [support@isoo.org](mailto:support@isoo.org)

# Content

- Who needs to register?
- How to register?
- The 3 emails you'll receive.
- When are you finally a registered member?
- What do you need to do next?
- How to submit an abstract for the meeting?
- How long does it take?



# International Society of Ocular Oncology



[Homepage](#) | [About ISOO](#) | [Membership](#) | [Research](#) | [Education](#) | [Patient information](#) | [Past ICDO Meetings](#) | [ICDO 2013](#) |

Welcome, Register today

\*\*\* The website is under re-design and bug-fixes to the Registration process \*\*\*

\*\*\* We hope to have the new design ready for you by March 3rd \*\*\*

Please DO use this for registration








## [How to Register ?](#)

## [FAQs](#)

**The International Society of Ocular Oncology** is driven by a vision of providing a supportive platform for collaborative efforts to further advancement in the knowledge and practice of ophthalmic oncology worldwide.

The Society formally brings together clinicians and researchers with special interest in the tumors of eye and adnexa.

### Forums & Tools

-  [Ask a specialist](#)
-  [Ask a colleague](#)
-  [Find an Ocular Oncologist](#)
-  [Newsletter](#)
-  [Contact Us](#)
-  [New Membership request](#)
-  [Registration Guide](#)

You do not need to use this button

# For new users of the website

The screenshot displays the ISOO website's user interface. At the top left is the ISOO logo, a stylized eye with blue and white segments. To its right is the text "International Society of Ocular Oncology". Further right is a search bar with a "Search" button. Below the header is a navigation menu with links: "Homepage", "About ISOO", "Membership", "Research", "Education", "Patient information", "Past ISOO Meetings", and "ISOO 2013". A blue banner below the menu says "Welcome, Register today". The main content area is titled "Login/Registration" and is split into two columns. The left column, "Entry for registered users", has fields for "Username:" and "Password:", a "Forgot Password?" link, and a yellow "Login" button. Below these is a checkbox for "I agree to the terms of use" with a "Click here to read" link. The right column, "New user registration", has fields for "Username:", "Password:", "Confirm password:", and "E-mail:". It also includes a checked checkbox for "Do you want to join the mailing list?", an unchecked checkbox for "I agree to the terms of use" with a "Click here to read" link, and a yellow "Registration" button. A green arrow points from a text box to the "Password:" field in the registration form.

ISOO

International Society of Ocular Oncology

Search

Homepage | About ISOO | Membership | Research | Education | Patient information | Past ISOO Meetings | ISOO 2013 |

Welcome, Register today

Login/Registration

**Entry for registered users**

Username:

Password:

[Forgot Password?](#)

Login

I agree to the terms of use [Click here to read](#)

**New user registration**

Username:

Password:

Confirm password:

E-mail:

Do you want to join the mailing list?

I agree to the terms of use [Click here to read](#)

Registration

All rights reserved Copyright © 2009 ISOO International Society of Ocular Oncology [site map](#)

This is enough for registering to the website.

Differentiate:


1. Website registered users
2. ISOO members

You must be 1 to also be 2.

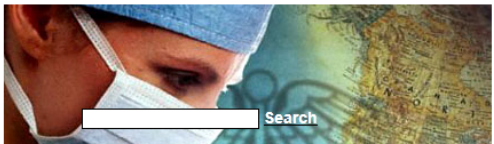
Users who wish to become members will send in their request directly from the Homepage, or when trying to pay the membership. The Membership Committee will notify users of their decision.

# Next

- You are now registered to the website.
- Please fill in your personal information.
- This is **not** membership of the Society.



International Society  
of Ocular Oncology



Home page | About ISOO | Membership | Research | Education | Patient information | Past ICDO Meetings | ICDO 2013 |

Send message to member    aaa - Message Box | Change Name | Update your Profile | LogOut

### Community

---

User name (Can't be changed):   
Password: \*   
Confirm password: \*   
Question:   
Answer:

---

First name:   
Last name:   
Country/Region:   
Language:   
Address:   
Date of birth: Year  / Month  / Day   
Gender:   
E-mail:   
ICQ (numbers only):

---

Phone number:   
Fax:   
Mobile number:

---

Hobbies:

A little about myself:

Personal signature in forum:

Personal Homepage:

---

Do you want to let other users see your details?  
 Display visited forums  
 Display most recent forum posts:  
 Would you like to be informed about newly received messages by e-mail?

Upload file - restricted to 200KB and must belong to one of the following formats: gif, jpg, png, jpeg

Add/Delete Picture

---

Preview

---

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# email 1 – email authentication

Subject: Thank you for signing up with us at ISOO, please authenticate your e-mail

Dear user,

Your registration was successful.

Press the following link to authenticate your e-mail:

[http://isoo.org/site/detail/member/login/EmailVerify.asp?friend\\_id=xxxxxx&emailTXT=username@server.com&confirmCodeTXT=xxxxxxxxMH5FFp&depart\\_id=xxxxxx&confirmMailingTooBOO=1](http://isoo.org/site/detail/member/login/EmailVerify.asp?friend_id=xxxxxx&emailTXT=username@server.com&confirmCodeTXT=xxxxxxxxMH5FFp&depart_id=xxxxxx&confirmMailingTooBOO=1)

We're looking forward to our continued work together, and will appreciate any feedback on our systems and services.

Sincerely,  
The ISOO staff

You received this message to validate the e-mail address with which you registered to our service. If you have not applied for registration, please disregard this message.

# email 2 – notification

Subject: ISOO - Waiting for registration confirmation

Dear Member,

Your registration request to **ISOO** is pending the approval of the site management (the site management response will be sent to you in a separate e-mail message).

After your request is approved, you can log on to the site any time by clicking the following link:

[http://isoo.org/site/detail/member/login/login.asp?depart\\_id=xxxxxx](http://isoo.org/site/detail/member/login/login.asp?depart_id=xxxxxx)

User name:

**zzz**

Password:

**zzzaaa**

**Sincerely,  
Site Staff.**

**You are still not an  
approved member !**

# Completing registration

- After the membership committee reviews the application, you will be approved in the system and receive a **third email** to confirm this.

# email 3 – you are now approved

ISOO - Your registration request was approved

Hello,

Your registration request to ISOO was approved.  
You are welcome to come back to the site as a registered member  
at the following address:  
isoo.info

**Sincerely,**  
**Site staff.**  
isoo.info

**Email sent from:** ISOO - The International Society of Ocular Oncology

  [support@isoo.info](mailto:support@isoo.info)  

This message was sent to you because you entered your email address in one of our services. If you think a mistake has been made or would like to stop getting any further emails please click on the link below [Remove me from the list](#)

# How long does it take?

- Please allow 24-48 hours for each step:
  - From your initial application to approval of the request.
  - From your payment to receiving the abstract submission password.