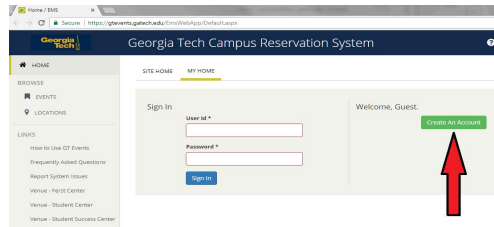


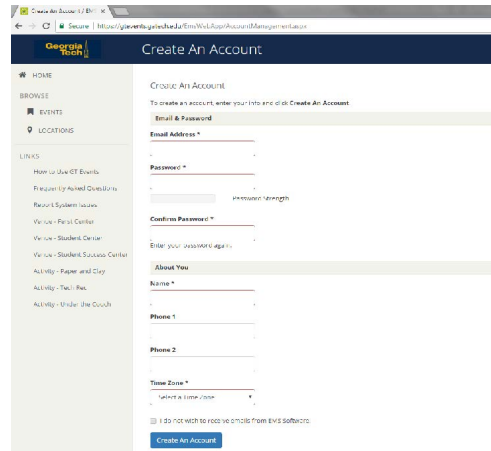
GTevents Account Instructions

1. Visit <https://gtevents.gatech.edu/EmsWebApp/>

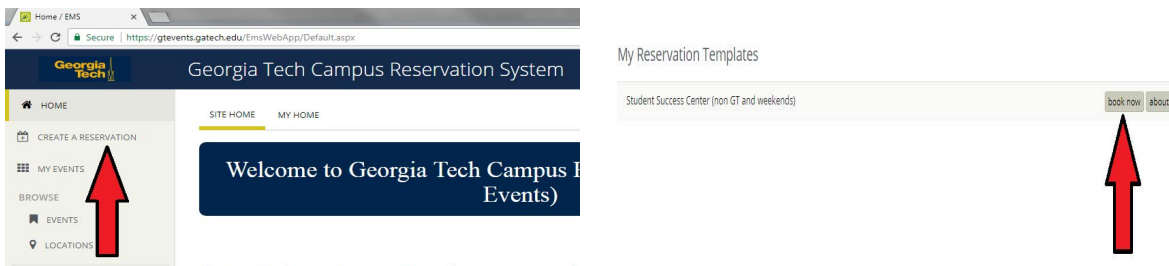
2. **First Time Users: Select Create an Account** as shown below. Returning users will need to **Sign In**.



3. Complete the required fields. (Your email address will be your user name in the future.)



4. Once logged in, please Select **Create A Reservation** and choose the **Student Success Center (non GT and weekends) "Book Now"** option.



5. Choose the Event Date, Event Start Time, & Event End Time.

