



**DIVEIN**

# **Registration Platform – Cvent Guide**

**#DiveIn2025**

# Registration

- Go to the Dive In website: [www.diveinfestival.com](http://www.diveinfestival.com)
- Select the 'Register Now' button

**REGISTER NOW**

[Already registered?](#)

- Once you've entered your personal information **select 'Submit'**

Previous

Cancel

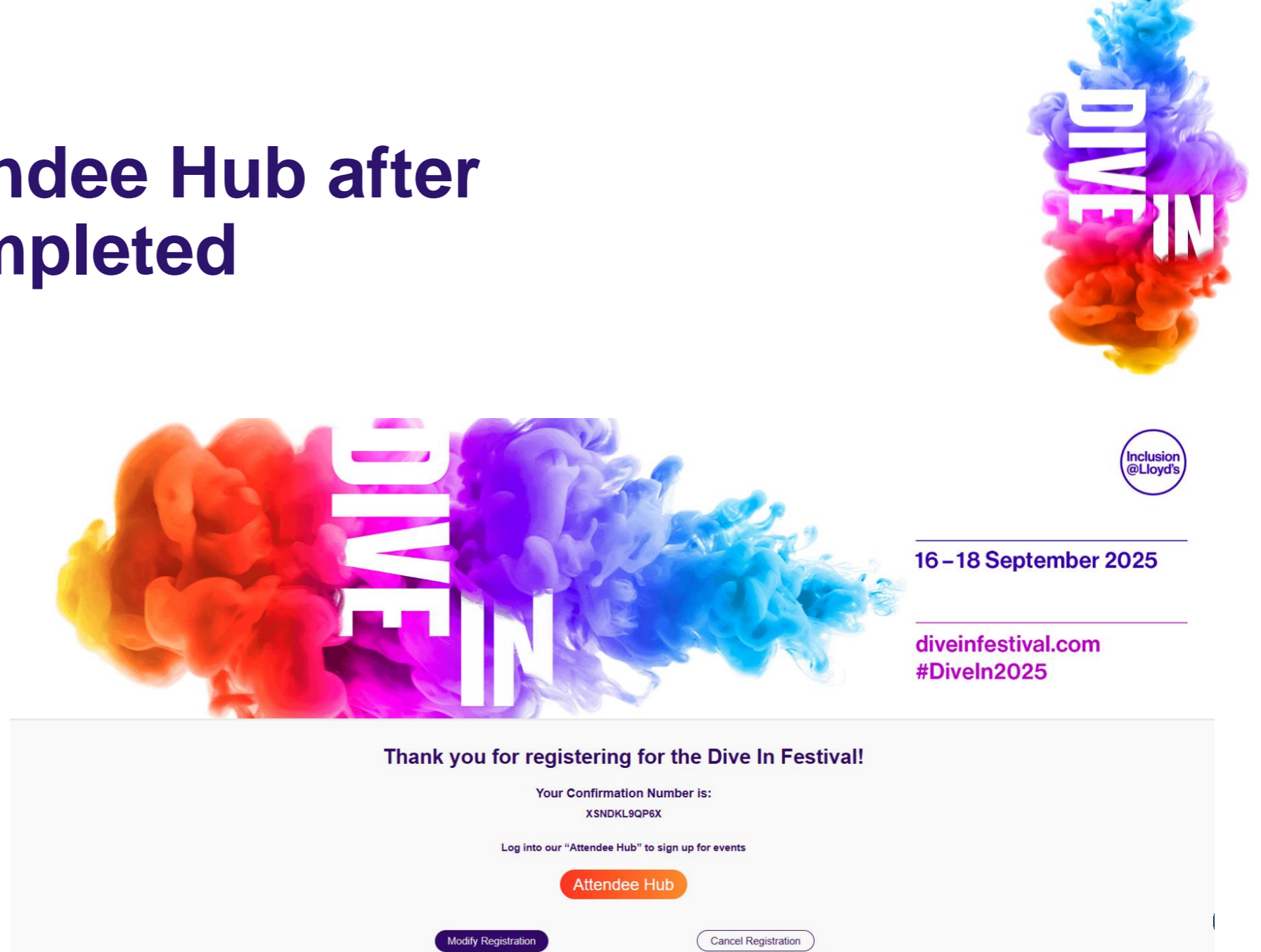
Submit

- You will then receive a confirmation email with a link to access the **Attendee Hub**



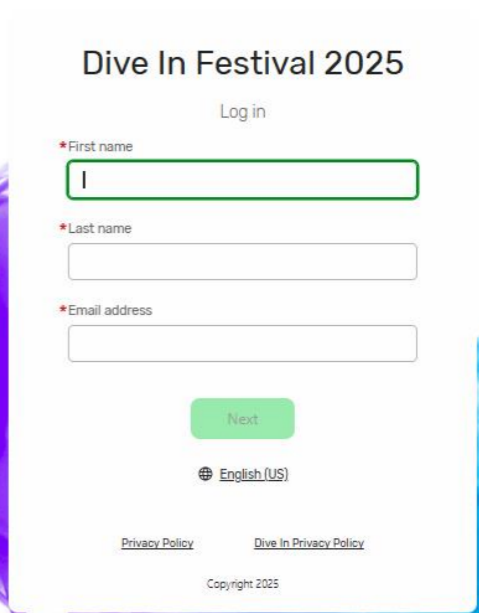
# Accessing Attendee Hub after registration completed

- You will receive a registration confirmation email
- Select Attendee Hub to sign up for events



# Accessing The Attendee Hub (Verification code)

- Enter your details (preview to the right)
- You will receive a verification code by email or mobile number
- Enter the code
- Once entered the Attendee Hub Home page will be accessible



The image shows a login form for the 'Dive In Festival 2025'. The form is titled 'Dive In Festival 2025' and has a 'Log in' link. It contains three input fields: 'First name' (with a red asterisk), 'Last name' (with a red asterisk), and 'Email address' (with a red asterisk). The 'First name' field contains the letter 'I'. Below the input fields is a green 'Next' button. At the bottom of the form, there is a language selector showing 'English (US)' with a globe icon, and two links: 'Privacy Policy' and 'Dive In Privacy Policy'. The footer of the form says 'Copyright 2025'. The background of the slide features a large, stylized 'DIVE IN' text in white, set against a vibrant, colorful smoke or ink splash background in shades of orange, red, pink, purple, and blue.

# Attendee Hub

This is where you will sign up to events and access virtual events during the festival

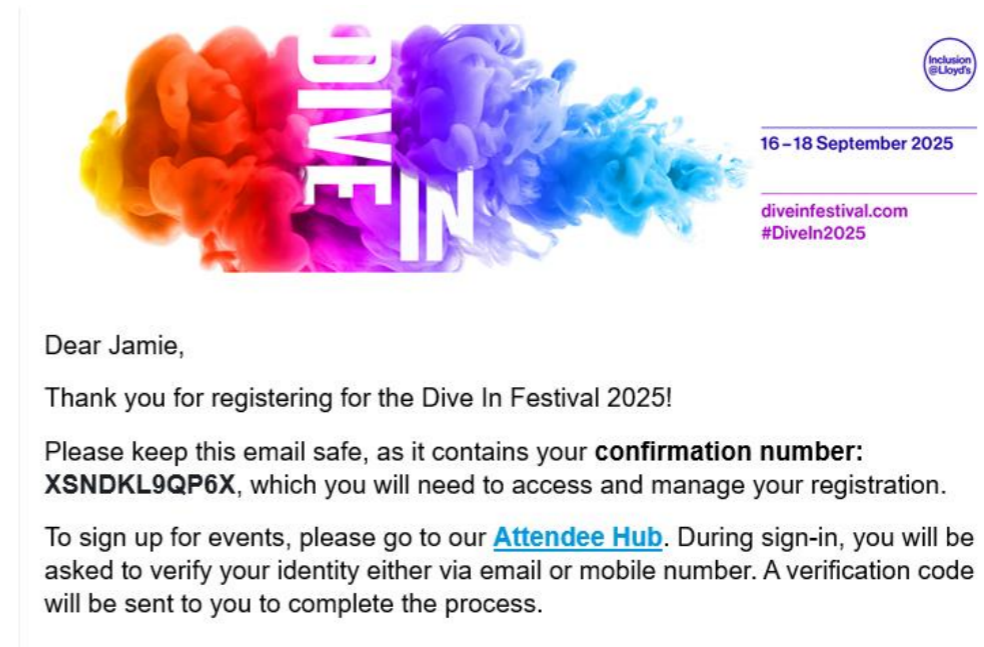


- At the top of the page select **Events** or use the shortcut on the homepage **Events**
- The **Events** page will show all available events in your **time zone**
- Select the **relevant filters** for events that are of interest (topic, date, time, country etc.)
- If you select the **event title**, you will be taken to the full event page where you can “**add to calendar**” once you’ve signed up to the event
- You will receive a **confirmation email** after you sign up for events

# Revisiting the Attendee Hub

To revisit the platform or view your agenda of events

- The simplest way to revisit the site is via your registration email confirmation
- Select **Attendee Hub** on the email
- It will take you directly to the **Attendee Hub** Home page



# Tips



- Submit your mobile number to avoid any delay receiving your verification codes by email
- Clear your cache or try a different browser if you are having any issues on CVENT
- You will receive email reminders for your events
- The Cvent app is available to download, search for "**Cvent Events**" in the App Store (Apple) or Google Play (Android).
- If you experience any further issues, please reach out to the Dive In Team ([diveinfestival@lloyds.com](mailto:diveinfestival@lloyds.com))