

## Corporate webinar recording offer

A guide for corporate members on how to redeem and book your free recording

1. The staff member who is the Corporate Main Login for your school's membership will be sent an email from the HA membership team with a unique access code for you to use to book your ticket. For the academic year 2022/23, this will begin with **CORP2223-** and will include your organisation's membership number.
2. Visit the booking page on Eventbrite for the webinar you wish to use the offer against. Please note that you will not be able to watch a webinar live using this offer, only view the recording.

3. On the Eventbrite page, click on the **Tickets** button:



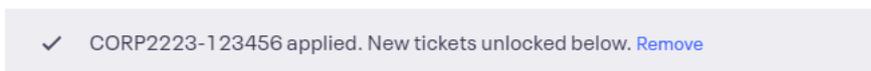
4. A pop-up window listing different ticket options will appear. Click on **Enter promo code**

[Enter promo code](#)

5. Type in your unique access code and click **Apply**

Promo Code CORP2223-123456	<a href="#">Apply</a>
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6. A new ticket option will appear called **HA Corporate member – Free webinar recording**



Unlocked with code

**HA Corporate member - Free webinar recording**

Free

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Sales end on 13 Sep 2022

Exclusive to HA corporate members. This ticket enables you to receive a recording link to this webinar via email after the webinar has taken place. The link will be sent within 1-2 working days.

7. Select 1 ticket for this ticket option using the dropdown menu and click **Checkout**
8. Follow the instructions on the booking page and click **Register** when finished to complete your registration. Make sure to register your email address as the one that you would like sent the recording.
9. You will receive a confirmation email from Eventbrite confirming your booking.
10. 1-2 days after the webinar has taken place, you will receive an email to the address you registered with a link to view the recording. The recording will be hosted on Zoom and is accessible using your internet browser. Please note that the recording will usually be available to view for a time-limited period.

Please refer to the terms and conditions for further information: [history.org.uk/go/corporate-recording-terms](https://history.org.uk/go/corporate-recording-terms)