Here are the steps for your participants to add their points:

1. **Log In** to Events.com. If you don’t have an account, select **SIGN UP** and use the same email as listed on your registration or ticket.

2. As a participant your account will start by loading all of your events under **MY EVENTS**.

3. Find the event you are attending and click on **MANGE EVENT** - **VIEW ORDER**

4. Click on the **MANAGE REGISTRATION** button and select **EDIT INFORMATION**.

5. Please update the information you would like to change in the fields.

6. Click **SAVE** at the bottom of the screen. This updates your order in real time.