

# LONDON CAREERS FESTIVAL

28 JUNE – 2 JULY 2021

CONNECTING PUPILS TO THE WORLD OF WORK

## HOW TO BOOK TICKETS FOR LCF WEBINARS ↪

### Step 1

- Visit our website [www.londoncareersfestival.org.uk](http://www.londoncareersfestival.org.uk)

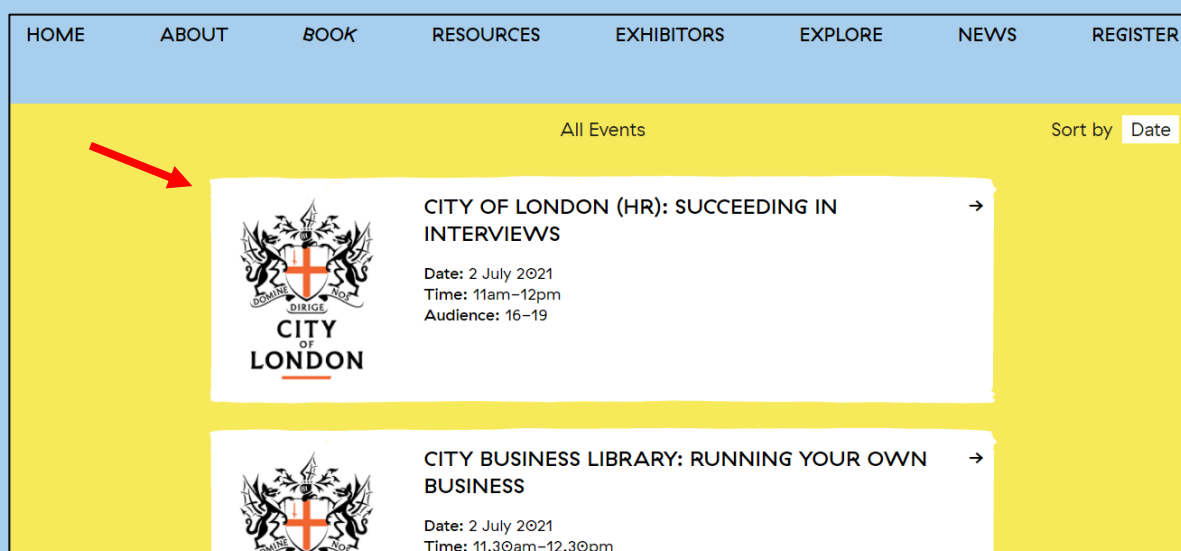
### Step 2

- Click 'Book' on the menu



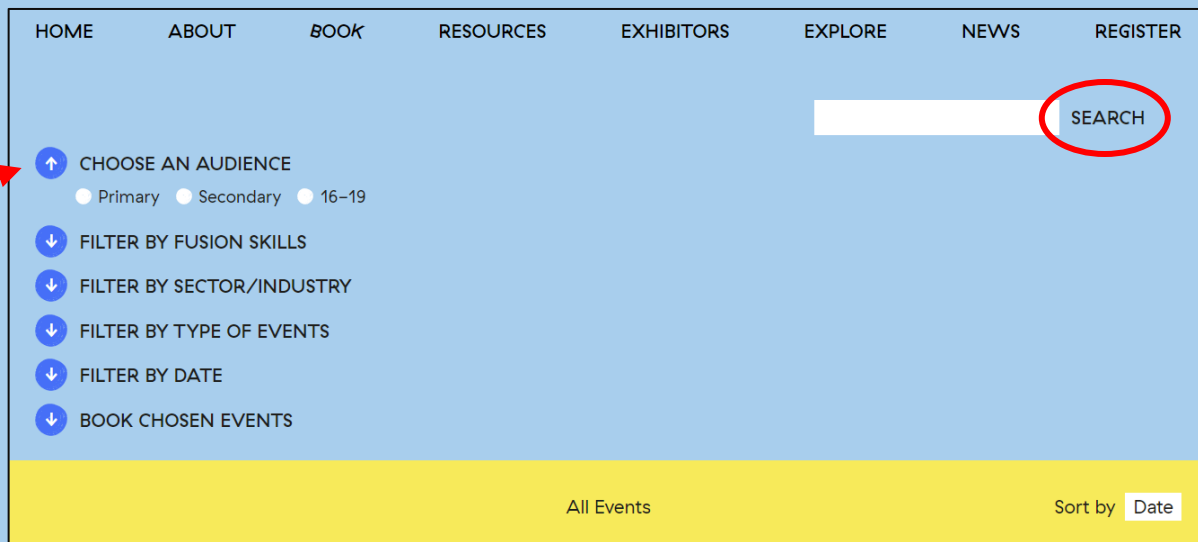
### Step 3

- Browse available events. A full list of all available webinars will be listed here



### Step 3.1

- You can filter the events list by date, age group, sector, skills and type of event (filters are at the top of the page)
- You can also search for key terms and use the search function to find specific events



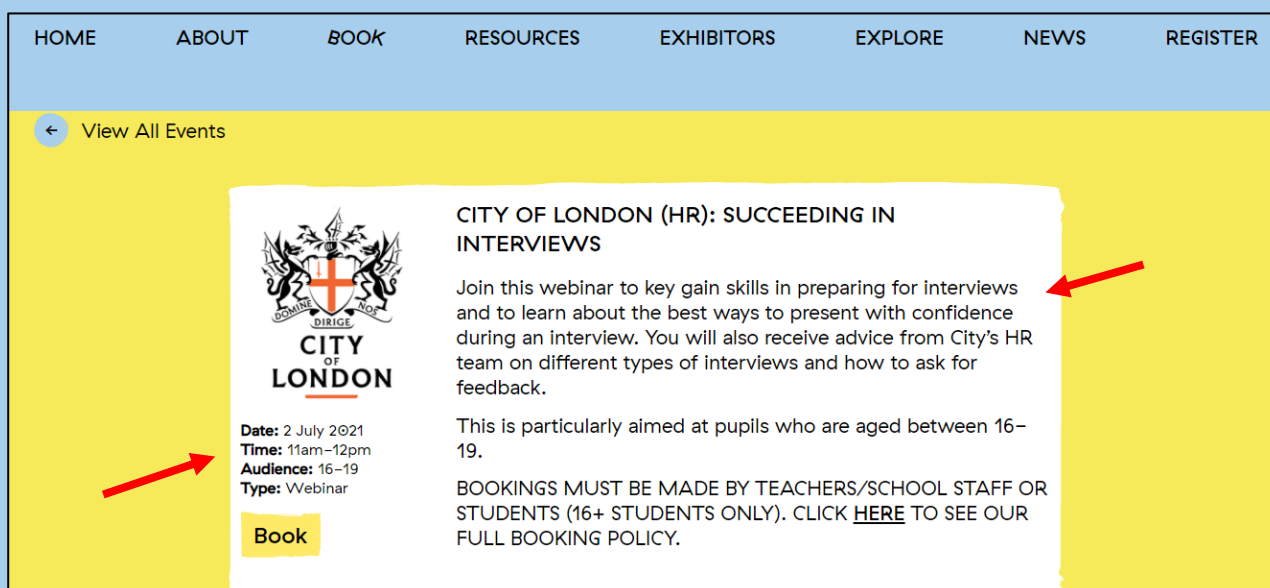
## Step 4

- Select a webinar/s of your choice and click on the arrow to view further information



## Step 6

- Its important that you read the full event description, check date/time and booking information before you book tickets




## Step 7

- If you are happy with all the details (making sure you/your pupils are available to attend the event on the day) then click '**book**' to start booking!

HOME ABOUT BOOK RESOURCES EXHIBITORS EXPLORE NEWS REGISTER

← View All Events



**CITY OF LONDON (HR): SUCCEEDING IN INTERVIEWS**

Join this webinar to key gain skills in preparing for interviews and to learn about the best ways to present with confidence during an interview. You will also receive advice from City's HR team on different types of interviews and how to ask for feedback.

This is particularly aimed at pupils who are aged between 16–19.

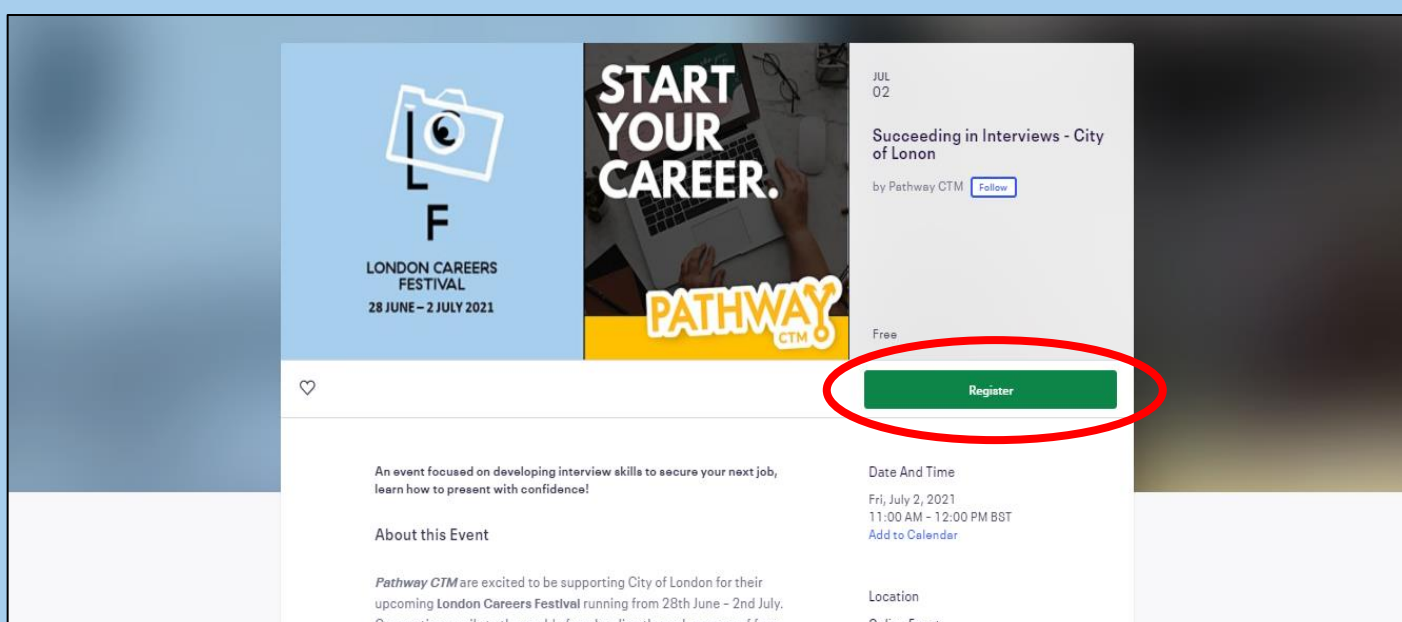
BOOKINGS MUST BE MADE BY TEACHERS/SCHOOL STAFF OR STUDENTS (16+ STUDENTS ONLY). CLICK [HERE](#) TO SEE OUR FULL BOOKING POLICY.

Date: 2 July 2021  
Time: 11am–12pm  
Audience: 16–19  
Type: Webinar

[Book](#)

## Step 8

- This will take you through to an Eventbrite page where you will need to complete an event registration form



The screenshot shows the Eventbrite event page for 'Succeeding in Interviews - City of London' by Pathway CTM. The page includes a header with the event title and organizer, a 'Free' price tag, and a prominent green 'Register' button circled in red. Below the button, there is a section for 'Date And Time' (Fri, July 2, 2021, 11:00 AM - 12:00 PM BST) and 'Location' (Online Event). The main content area features a description of the event and an 'About this Event' section.

## Step 9

- Once you have completed the registration form on Eventbrite – you will have reserved tickets for yourself (or for your pupils if you are booking as a teacher/school staff)

## What happens next?

- You will have received an email confirmation with all the details.
- Please ensure you book the event date in your calendar/schedule.
- If you have booked the event as a teacher for your pupils then please ensure that you have these scheduled in your curriculum/diary and ensure your pupils are aware of the event date/time/details.
- Please note that failure to attend event or notify of absences in advance (at least 2 weeks) can result in cancellation fees
- We will send you joining instructions (using the details you have provided in the registration form) around **4 weeks before** the event which you will be able to share with your pupils. Once they have the joining instructions, they will be able to join the session, either, as a class or directly from their laptop/mobile device at home (dependant on COVID restrictions at the time).

**START BOOKING NOW!**