TISNHM 2025: Step-by-Step Registration Guide

This handout provides guidance about registration, payment and abstract submission process for the 5th Thailand International Symposium on Natural History Museums 2025 (TISNHM 2025).

- Part 1: Create Your Account
- Part 2: Symposium Payment
- Part 3: Abstract Submission

Part 1: Create Your Account

1.1 Start Registration: Click on the "create new account" button on registration website

and.



2 =	Registration and abstract submission guidelines
Registro	tion and abstract submission guidelines
1. All nev	v participants must create your account before registering by clicking "Log-in" from the
toolbar	at the top of your screen. Then choose "create new account".
2. Fill in	the form and verify your account via your registered e-mail.
3. You c	an register, submit your abstract, upload proof of your payment, and check your status
via "My	account" from the toolbar at the top of your screen.
4. Use "	ty submission" to register and submit your abstract.
	17 the contrast of a first one was not

1.2 Enter Your Details: Fill in the required information in the fields provided on the registration form.

	Occupation
STISNHM	○ Student
LOG IN CREATE NEW ACCOUNT RESET YOUR PASSWORD	○ Teacher/Lecturer
	Researcher
Name title* - Select - 🗸	○ Others
First name *	Organization*
Last name*	Test
	Types of participation * Attend without presentation *
Email address*	Would you be interested in participating in the excursion?* No 👻
	Dietary restrictions
Username*	- Halal food
	Vegetarian/vegan
mobile number*	□ Others

1.3 Submit Form: Click on "Create new account" button.

Dietary restrictions
🗆 Halal food
Uegetarian/vegan
□ Others
Emergency contacts
5
I agree that the organizer of the meeting will collect my personal data to be
used for management purposes (by clicking on the accept button to confirm
the submission of registration information)*
Create new account

1.4 Check Your Email: You will receive an email to verify your account and set up your password. Please check your inbox. ****** *If you do not see the email within a few minutes, please check your spam or junk folder.*

1	์ (จาก ♥) (ทุกเวลา ♥) (มีเอกสารแบบ) (ถึง ♥) (ยังไม่ได้อ่าน) การคืนหาขึ้นสูง			
.	• • • • •	1–5 จาก 5	$\langle \rangle$	· ·
\$	ข้อความที่อยู่ในจดหมายขยะเกิน 30 วัน จะถูกลบทิ้งโดยอัตโนมัติ <mark>ลบจดหมายขยะทั้งหมดเลย</mark>			
0	🗌 👷 The 5th Thailand In. Replacement login information for Test1 at The 5th Thailand International Symposium on Natural History Museums 2025 (TISNHM 2025): A C	hallenging Futu	I	10:41
0•	• 📄 🚖 The 5th Thailand In. Account details for Test1 at The 5th Thailand International Symposium on Natural History Museums 2025 (TISNHM 2025): A Challenging Futu	re of Global Bio		10:37

1.5 Activate Account & Set Password: Click the verification link provided in the email.

Follow the instructions on the page to create and confirm your secure password.

You can now log in to your TISNHM 2025 account.

	Account details for Test 1 at The 5th Thailand International Symposium on Natural History Museums 2025 (1) Challenging Future of Global Biodivers (semanes x
O	The 5th Thailand International Symposium on Natural History Museums 2025 (TISNHM 2025): A Challenging Future of Global Biodivers <nsmthailand.it@gr< th=""></nsmthailand.it@gr<>
	r tis du ▼
	ทำไม่ข้อความนี้จึงอยู่ในจดหนายขยะ ข้อความนี้มีลักษณะคล้ายกับข้อความที่เคยถูกระบุว่าเป็นจดหนายขยะ
	รายงานว่าไม่ใช่จดหมายขยะ
	ເຊິ່ງ ແປລເປັນກາງໃກຍ X
	Test1,
	I hank you for registering at I he shin I halandin International Symposium on Natural History Mussums 2023 (TSINHM 2025). A Challenging Future of Global Biodivers. You may now log in by clicking this link or copying and pasting it into your browser:
	https://lisnhm.nsm.or.th/user/reset/144/1744256273/7o432KcQ-zHJdy38XqS06LWQaSZ5CA_09ath59oNuvYg
VIEW EDIT	
March mark in the	
fou nuve just i	used your one-time login link. It is no longer necessary to use this link to log in. Please set your password.
Nume title	
Name title othe	er
First name*	
Test	
Last name*	
1	
Email address*	
Password	
Password strep	ath:
Confirm passw	ord

Part 2: Symposium Payment

IMPORTANT: Please note that payment must be completed **within 24 hours** of initiating the payment process to secure your registration.

2.1 Log In & Access Payment: Log in to your TISNHM 2025 account using the

credentials you just created. Navigate to the "My Payment" section.

VIEW EDIT		My payment My abstract submission
Namo titlo		
Ms.		
First name		
Test		
Last name		
1		

2.2 Select Symposium Payment: Click on the option for "Payment for Symposium".

Payment for Symposium click here https://ticket.nsm.or.th/eventseminar?id=200

2.3 Indicate Attendance: Confirm your attendance at the **"Symposium"** and enter the number of participants you are paying for under this registration.





2.4 Enter Participant Information: Fill in the required personal details

for *each* participant you are registering. Click "BUY" button when you finish.

		Enter code to receive a di	scount. CONFIRM
Details of the person 1			
Title name * First name *	Last name *	Date of service	27/11/2025
Title Title Enter your first name	Enter your last name		V workshop
Nickname	Date of birth *	Symposium : The 5t	h Thailand
Enter nickname	Select your Date of birth	International Sympo History Museums 20	osium on Natural 125 (TISNHM 2025) : A
Mobile No. *	E-mail *	Challenging Future	of Global Biodiversity
Enter your mobile No.	Enter your E-mail	1x Adult	
School/Department Name *	Education level *	Sub Total	2,000.00 B
Enter School/Department Name	Select your education level	Discount	- B
Food allergy * (If none, please enter -)	Medical condition * (If none, please enter -)	Grand Total	2.000.00 B
Enter the allergic foods	Enter your medical condition		
Expectations from the training / Special re	equirements. * (If none, please enter -)	BL	γ
Enter your special requirements			

2.5 Proceed to Payment: Click the **"LOGIN"** (IMPORTANT NOTE: This payment process need another account for logging in, thus you need to register via system or

additional existing account, i.e. LINE, gmail)

			E-mail * Enter your email	
	(OEO)		Enter your password	Q
	-		R	orgot password
			Login	
			03	
	Diagon login	8	Login with LINE	
	Please login		Landau Mith Founda	valu
	LOGIN		togin wan roceta	~~~
			Login with Ornal	•
			Have you not registered	i ? Register
NSM			ŧ	EN .
NS F	Fill in the	e registration information.	4	en r
R GE	Fill in the	e reaistration information.	4	EN
A GE	Fill in the MCORPORATION The * First name * District * Charyou first name	Last name *	4	EN
A GE	Fill in the	Last norme *	ŧ	
R GE Title na Inter y Provinc Select	Fill in the NERAL CORPORATION The "First name " Itser your fit name Gender " Our produce of the second of the	Last hame * Last hame * (faity you but name Hadronelity Female	÷	
Ree Title no (Inter yn Select Mobille	Fill in the REFAL © CORPORATION The * First name * Inter your first same a Gender * you province • O Male O %a.*	Last name * Last name * toter your last name Nationality Female *	4	
R GE Tate on Inter y Provinc Select Mobile	Fill in the KERAL © CORPORATION The * First name * (Inter your first name * Gender * your province to	E realstration information.	4	
R GE Title no Trater no Provinc Select Trater no	Fill in the KEEAL © CORPORATION The Corporation Par Visit on the Corporation Par Visit on th	E realistration information.	÷	
A cer Trite no Frowin Select Mobile	Fill in the NERAL © CORPORATION The Corporation The Sector 2 Corporation Sector 2 Co	Ferrada * Ferrad	÷	

2.6 Review Information: Carefully review all the registration details and the total

amount due before proceeding.

O SELECT DATE SEMINAR	ORDER LIST	PAYMENT.	ORDER SUCCESS
Order Number Active Date	: 132600	Customer Informatio 오 Contact Name & Mobile Number 오 Customer Type	on : : : General
Order details Select Training/Seminar Symposium : The 5th Thailand Internat Symposium on Natural History Museum (TISNHM 2025) : A Challenging Future of Biodiversity © Round 09:00 - 17:00	ional ns 2025 If Global	Payment details Grand Total Discount Net Price	2,000.00 B 0.00 B 2,000.00 B
1X Adult	2,000.00 B	Quotatic	n

2.7 Payment Method: Select your preferred payment method (e.g., Credit Card, Bank

Transfer) and follow the instructions to complete the payment.



2.8 Receipts:

- A standard receipt should be available for download/printing after successful payment through your account portal.

Title Name * Firstname - Lastname *	Tax ID *	
Enter your title anme Enter your first name and last name	Enter your tax ID	
Address detail *		
Enter your address		
Road *	Subdistrict *	
Enter your road	Enter your subdistrict	-
District *	Province *	
Enter your district	Select your province	-
Postcode *	Mobile Number *	
Enter your postcode	 Enter your mobile No. 	

If you require an official receipt issued specifically in your organization's name,
 please contact Khun Thunchanok before or immediately after payment at
 Tel: +66 2-577-9999 ext. 2104

Part 3: Abstract Submission

You can usually find abstract templates and detailed information under the "Submission Guidelines" section on TISNHM 2025 website (<u>https://tisnhm.nsm.or.th/preparation-abstract</u>)

3.1 Access to submit abstract: Log in to your TISNHM 2025 account on the symposium website. Navigate to the **"My Account"** section and then click on **"My Submissions"**.



3.2 Start New Submission: Click on the "New Submission".



New Submission

3.3 Enter Details & Upload File:

- **3.3.1** Enter your abstract **Title** in the designated field.
- **3.3.2** Upload your abstract file (e.g., .docx, .pdf). Please ensure your file adheres to the formatting guidelines.
- 3.3.3 Click "Save" or "Submit" to upload your abstract.

Title*		
Abstract File* เลือกไฟล์ ไม่ได้เ	ลือกไฟล์ใด	
Save	Preview	

3.4 Confirmation: Your abstract has now been submitted for review by the scientific

committees. You should be able to see the status in the "My Submissions" section.

Mail is sent!	
Submission	has been created.
Submitted by	April 10, 2025
Abstract File	.docx (14.61 KB)
Status Waiting for approx	val
Version	
1	

Important Notes:

contact +66 2577 9999 ext. 1601.

• Excursion Payments: If you are also registering for optional excursions, please note that payment for the program is separated from the symposium payment. Click on "Excursion Payment" button under "My Payment" tab.

• Need Help? If you have any problems with registration, payment, or submission, please