

Events - How to find the HBA Event Code or Meeting ID

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Events - How to find the Meeting ID or HBA Event Code

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1. CLICK ON MY WORK

Invoices

Invoice Details

GoTransactions

Leads

Opportunities

Marketing

Marketing Lists

Quick Campaigns

Extensions

Wall Of Recognition

CP Submissions

MW

My Work

(Guida) McColley, Vicki	Atlas	1537
(Hilton) Murphy, Kristin	Real Chemistry	1009
(Imbriaco) Haas, Alissa	North Highland	1009
(Schen) Alix, Allison	Pfizer Inc.	C-20
(Segner) Bass, Alison H.	CSL	1009
(Website Chinh Thuc CD...	Animalgesic Laboratorie...	C-20
(Wesche) Baars, Kate (.		1009
., BJ66	BambuAI	C-20
., GO8	Albany Molecular Resea...	C-20

All

#

A

B

C

D

E

F

G

1 - 250 of 5000+

2. CLICK ON MEETINGS

Contacts

Sales

Invoices

Change area

✓

My Work

Renewal

Meetings

Member Groups

Product Sales

Exhibits

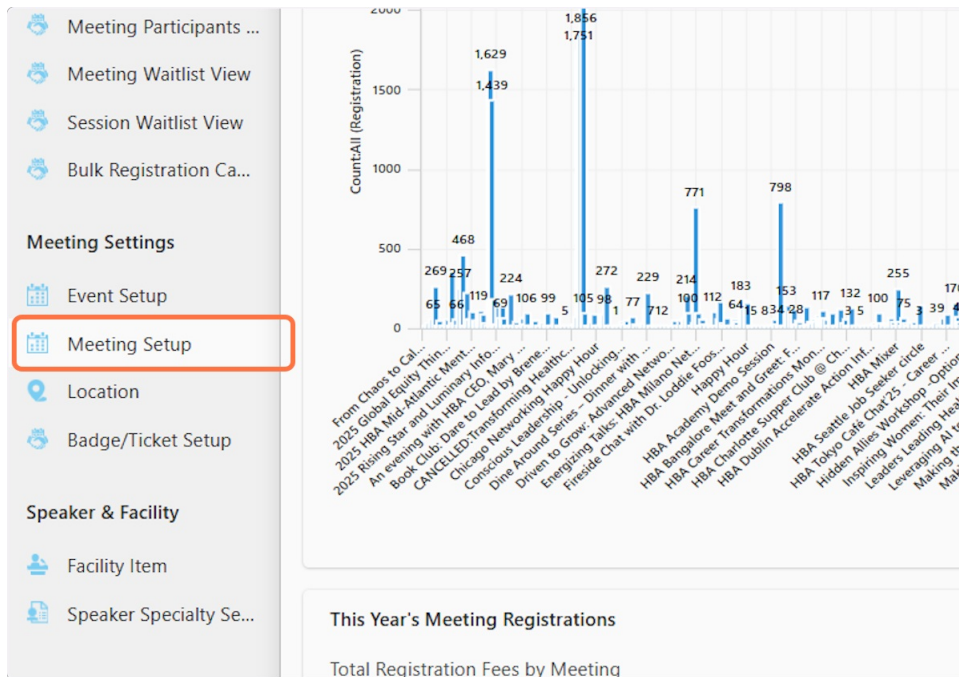
Advertisement

Education

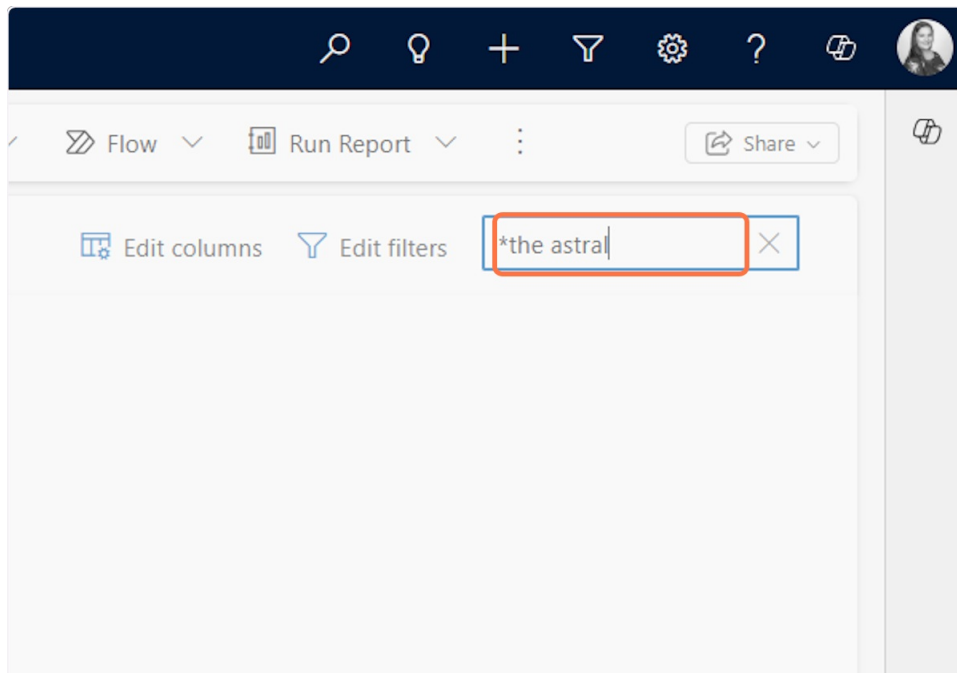
Fundraising

(Cook) Wilson, Julie M.	Takeda Pharmaceuticals,...	100721
(Galderma), Anna	Galderma SA	C-2001
(Guida) McColley, Vicki	Atlas	153743
(Hilton) Murphy, Kristin	Real Chemistry	100940
(Imbriaco) Haas, Alissa	North Highland	100594
(Schen) Alix, Allison	Pfizer Inc.	C-2003
(Segner) Bass, Alison H.	CSL	100850
(Website Chinh Thuc CD...	Animalgesic Laboratorie...	C-2007
(Wesche) Baars, Kate (.		100505
., BJ66	BambuAI	C-2007
., GO8	Albany Molecular Resea...	C-2007

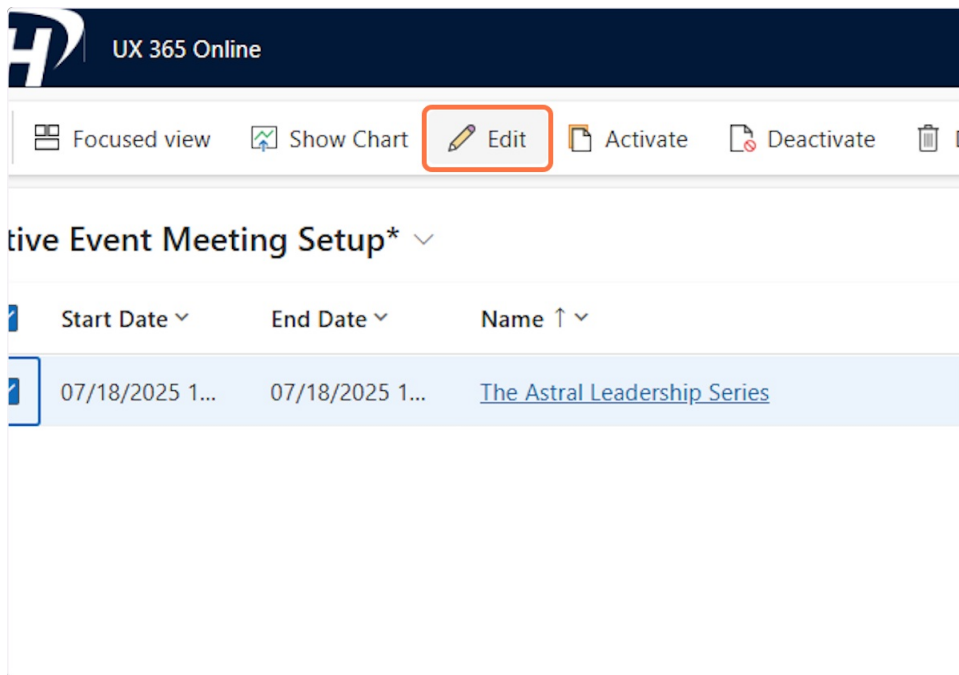
3. CLICK ON MEETING SETTINGS



4. IN THE SEARCH BAR TYPE THE NAME OF THE EVENT. IN THIS EXAMPLE WE USED "*THE ASTRAL"



5. CLICK ON THE EVENT AND THEN CLICK EDIT



6. YOU CAN FIND THE HBA EVENT CODE IN THE HBA EVENT CODE FIELD

The screenshot shows the 'The Astral Leadership Series' event setup form. The title bar indicates the event is 'Saved'. Below the title, there are tabs for 'Gen...', 'Web Param...', 'Online Registration Policy Accepta...', 'Additional Infor...', and 'Event Badge and Reconciliation In...'. The form contains several fields:

Meeting Name *	The Astral Leadership Series	HBA Event Type *	Pro
Capacity	---	HBA Event Category	Inf
HBA Event Code	25HBA0907	HBA Event Audience	Ge
Refundable	No	HBA Primary Competency *	12.
HBA Total Event Registrations	68	HBA Secondary Competency	---
Waitlist Off	Yes	Send a survey email to the event attendees	No
Single Currency	No	Include email address in registration report	No
Recording available?	No		
Deferral Start Date	09/07/2025		