

# Instruction for the registration of FUSION23 conference and hotel reservations

## (1) New Registration (top-left corner)

You can make a registration or/and a reservation of a hotel in the center of Shizuoka city (the most convenient area to go to the venue) as well as in Shimizu. Please click items ("Registration" "Hotel Reservation") for which you apply. Then click "Next". Chosen items are shown with dark blue colour. You can deselect the item by clicking the item again, becoming gray colour.

The screenshot displays the FUSION23 registration interface. At the top, there is a header with the AMARYS+ logo and the event name FUSION23. Below the header, there are navigation tabs for "Event Overview" and "System Requirements". A "News and Topics" section contains a link for "System Maintenance Notification (05-Jan-2023)".

The main content area is divided into two columns. The left column, titled "New Registration (If you do not have a Log-in ID)", is highlighted with a red dashed box. It contains instructions for new users, a selection of "Registration" and "Hotel Reservation" (both in dark blue), a "Next" button, and security-related information including a CyberTrust logo and a timestamp. The right column, titled "General Data Protection Regulation(GDPR)", contains text about data protection and links to privacy notices and consent forms.

Below the main content, there are two more sections. The left one, titled "If you already have a Log-in ID, please start from here", contains buttons for "Registration" and "Hotel Reservation" with associated dates and times. The right one contains a login form with fields for "Log-in ID" and "Password", a "Log-in" button, and a link for "Forgot your ID or password?".

At the bottom of the page, there is a footer with the version number "v14.01" and several links: "Customer Consultation", "Certification of Travel Agency Business", and "Covenants, Conditions of Travel, Travel Service Handling Charge".

## (2) Personal Information for Registration

You need to fill-in personal information to make an account. Please follow instructions. Note that ".", "-", "@", and "\_" cannot be used for Log-in ID and its password.

# If you have an accompanying person, you are also requested to fill-in her/his brief personal information.

The screenshot shows the 'Personal Information / Registration' step of the AMARYS+ FUSION23 registration process. The form is divided into several sections:

- Progress Bar:** Shows steps 1 (Fill in), 2 (Confirm), 3 (Select the Applicant(s)), 4 (Fill in), 5 (Confirm), and 6 (Complete). Step 4 is currently active.
- Applicant:** A red bar indicating the current applicant.
- Log-in Information:** Fields for 'Log-in ID' (with a 'Check ID' button) and 'Password' (with a 'Confirm Password' field). Instructions specify 6-55 alphanumeric characters for the ID and 6-20 characters for the password, excluding hyphens, underscores, dots, signs, and symbols.
- One Time Password:** Radio buttons for 'Do not use one-time password' (selected) and 'Use a one-time password'. A note states that after using a one-time password, the user must log in with the registered ID and password.
- Personal Information:** Fields for 'Title' (Prof., Dr., Mr., Ms.), 'Name' (Given, Middle, Family), 'Affiliation', 'Occupation', 'Country of Residence', 'Address 1 (Building)', 'Address 2', 'City/State/Prefecture', and 'E-mail Address' (with confirm fields). Examples are provided for addresses and city names.
- Contact Information:** A field for 'E-mail Address' with a search icon.
- Add accompanying person(s):** A dropdown menu set to '0'. A note says 'If others will be accompanying you (accompanying persons), please select the number of those persons.'
- Privacy Policy:** A checkbox for 'I agree to the above policies.' with a link to the 'Privacy Policy'.
- Navigation:** 'Next' and 'Back' buttons.
- Footer:** Version 'V14.01' and links for 'Customer Consultation', 'Certification of Travel Agency Business', and 'Covenants, Conditions of Travel, Travel Service Handling Charge'.

### (3) Confirmation for your account

Please check the information shown and click "Register" if no problem. You will receive an email that tells your Log-in account is made.

**"NOTE THAT REGISTRATION TO THE CONFERENCE IS NOT YET COMPLETED AT THIS STAGE!!"**

**AMARYS+** FUSION23

FAQs / Contact Information

Personal Information / Registration > Hotel Reservation > Payment

Confirmation: Personal Information

1. Fill in > **2. Confirm** > 3. Select the Applicant(s) > 4. Fill in > 5. Confirm > 6. Complete

#### Registration Information

Log-in Information	
Log-in ID	JohnFusion
Password	*****

Do not use one-time password.

Personal Information	
Title	Prof.
Name	John Fusion
Affiliation	FusionCompany
Occupation	Faculty
Country of Residence	Japan
Address 1 (Building)	
Address 2	
City/State/Prefecture	
E-mail Address	minato.futoshi@phys.kyushu-u.ac.jp

Contact Information	
Contact	
E-mail Address	E-mail Address

**Accompanying Person Information** Delete

Personal Information	
Title	Prof.
Name	Ariel Fusion
Country of Residence	Japan
E-mail Address	futoshi.minato@gmail.com

**Register**

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#### (4) Select the Applicant(s) (for registration to the conference)

Make sure that check box of your name contains a check. Then, click "Next".

**AMARYS+** **FUSION23**

Prof. John Fusion

My Page  
Log-out  
FAQs / Contact information

Personal Information / Registration   Hotel Reservation   Payment

1. Fill in   2. Confirm   3. Select the Applicant(s)   4. Fill in   5. Confirm   6. Complete

**Registration**

Please select the Applicant(s) from the following list.  
To register an applicant not included in the following list, please [click here](#).

	Name	Accompanying Person List
<input checked="" type="checkbox"/>	Prof. John Fusion (Application Representative)	Prof. Ariel Fusion

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## (5) Fill-in (for registration to the conference)

You are requested to select the registration fee depending on your position ("Faculty/Postdoc" or "Student") and your preference of "Excursion" and "Banquet". If you have any dietary preferences, please fill-in the textbox here.

The screenshot shows the AMARYS+ FUSION23 registration interface. At the top, the user is identified as Prof. John Fusion. The navigation menu includes "Personal Information / Registration", "Hotel Reservation", and "Payment". A progress bar indicates the current step is "4. Fill in", with other steps being "1. Fill in", "2. Confirm", "3. Select the Applicant(s)", "5. Confirm", and "6. Complete".

**Registration**

**Prof. John Fusion**

**Registration**

<input checked="" type="radio"/> Faculty/Postdoc	from 29-May-2023 00:00:00	JPY55,000
<input type="radio"/> Student	from 01-Aug-2030 00:00:00	JPY65,000
<input type="radio"/> Student		JPY30,000

**Excursion (evening in Nov. 22)**

I will attend

I will NOT attend

Please check if you attend the excursion. We need the information to make a reservation.

**Banquet (evening in Nov. 22)**

I will attend

I will NOT attend

Please check if you attend the banquet. We need the information to make a reservation.

**About foods served in banquet**

If you have any dietary preferences, please inform us here:

**Prof. Ariel Fusion**

**Registration**

Accompanying person

JPY30,000

**Excursion (evening in Nov. 22)**

I will attend

I will NOT attend

Please check if you attend the excursion. We need the information to make a reservation.

**Banquet (evening in Nov. 22)**

I will attend

I will NOT attend

Please check if you attend the banquet. We need the information to make a reservation.

**About foods served in banquet**

If you have any dietary preferences, please inform us here:

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## (6) Confirm (for registration to the conference)

Please check the information shown and click "Register" if you do not find any problem.

**AMARYS+** **FUSION23**

Prof. John Fusion [My Page](#)  
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Personal Information / Registration | Hotel Reservation | Payment

1. Fill in | 2. Confirm | 3. Select the Applicant(s) | 4. Fill in | **5. Confirm** | 6. Complete

### Confirmation: Registration

**Prof. John Fusion**

Application Type	Faculty/Postdoc	JPY55,000
Excursion (evening in Nov. 22)	I will attend	
Banquet (evening in Nov. 22)	I will attend	
About foods served in banquet		
<b>Subtotal</b>		JPY55,000

**Prof. Ariel Fusion**

Application Type	Accompanying person	JPY30,000
Excursion (evening in Nov. 22)	I will attend	
Banquet (evening in Nov. 22)	I will attend	
About foods served in banquet		
<b>Subtotal</b>		JPY30,000

**Payment Amount JPY85,000**

**Register**

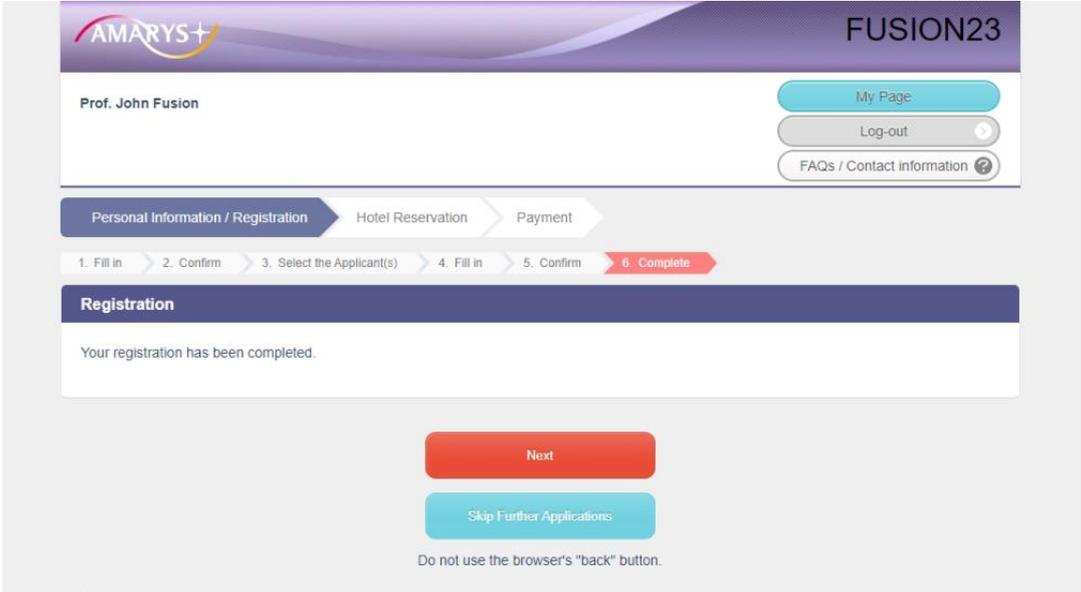
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## (7) Complete

You will receive an email that informs you that your registration is completed. Please click "Next". If you selected the "Hotel Reservation" at (1), you will be directed to the hotel reservation page. If not, you will be directed to the payment page (please go to (12)).



The screenshot shows the AMARYS+ FUSION23 user interface. At the top left is the AMARYS+ logo, and at the top right is the text "FUSION23". Below the logo, the user's name "Prof. John Fusion" is displayed. To the right of the name are three buttons: "My Page" (teal), "Log-out" (grey), and "FAQs / Contact information" (grey with a question mark icon). Below this is a navigation bar with three main steps: "Personal Information / Registration" (dark blue), "Hotel Reservation" (light blue), and "Payment" (light blue). Underneath the navigation bar is a progress indicator with six steps: "1. Fill in", "2. Confirm", "3. Select the Applicant(s)", "4. Fill in", "5. Confirm", and "6. Complete" (highlighted in red). Below the progress indicator is a dark blue header for the "Registration" section, followed by a white box containing the text "Your registration has been completed." At the bottom of the page are two buttons: a red "Next" button and a teal "Skip Further Applications" button. Below the buttons is the text "Do not use the browser's 'back' button."

## (8) Choose Hotel

Choose dates and a hotel which you want to book and click "Next". The numbers shown in each day is the accommodation fee for 1-room per night in unit of Japanese-Yen.


FUSION23

Prof. John Fusion

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Personal Information / Registration
Hotel Reservation
Payment

1. Choose Hotel
2. Enter Guest Name(s)
3. Confirmation 1
4. Confirmation 2
5. Complete

**Announcements to Applicants**

**Choose Hotel**

\* Please choose the number of the reserving rooms, then please click date of stay.

\* ○ Vacant    △ Few vacancies    × Full

Rates (per person per night: including service charge and consumption tax)  
(Unit : Japanese Yen)  
The number next to the rate is capacity.

**1. Shizutetsu Hotel Prezio Shizuoka-Ekikita** Hotel Information

	18-Nov(SAT)	19-Nov(SUN)	20-Nov(MON)	21-Nov(TUE)	22-Nov(WED)	23-Nov(THU)	24-Nov(FRI)	25-Nov(SAT)
Single (Non-Smoking)	○ 11,330 □	○ 8,330 □	○ 8,330 □	○ 8,330 □	○ 8,330 □	○ 8,330 □	△ 8,330 □	× - □

**2. HOTEL MYSTAYS Shimizu** Hotel Information

	18-Nov(SAT)	19-Nov(SUN)	20-Nov(MON)	21-Nov(TUE)	22-Nov(WED)	23-Nov(THU)	24-Nov(FRI)	25-Nov(SAT)
Single (Non-Smoking)	○ 10,330 □	○ 6,330 □	○ 6,330 □	○ 6,330 □	○ 6,330 □	○ 6,330 □	△ 6,330 □	△ 10,330 □
Twin (Smoking)	△ (1)12,330 (2)7,330 □	△ (1)8,330 (2)5,330 □	△ (1)8,330 (2)5,330 □	△ (1)8,330 (2)5,330 □	△ (1)8,330 (2)5,330 □	△ (1)8,330 (2)5,330 □	△ (1)8,330 (2)5,330 □	△ (1)12,330 (2)7,330 □

**3. Sea Grande Shimizu Station Hotel** Hotel Information

	18-Nov(SAT)	19-Nov(SUN)	20-Nov(MON)	21-Nov(TUE)	22-Nov(WED)	23-Nov(THU)	24-Nov(FRI)	25-Nov(SAT)
Single (Non-Smoking)	○ 10,010 □							

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## (9) Enter Guest Name(s)

Please fill-in your name and choose an option for breakfast. Then, click "Next".

The screenshot displays the AMARYS+ FUSION23 reservation interface. At the top, the user is identified as Prof. John Fusion. The navigation bar shows the current step is 'Hotel Reservation', with a progress indicator showing '2. Enter Guest Name(s)' as the active step. The main content area is titled 'Enter Guest Name(s)' and shows the selected hotel as 'Shizutetsu Hotel Prezio Shizuoka-Ekikita'. The reservation dates are '11/18 - 11/24' and the number of reserved rooms is '1'. The room type is 'Single (Non-Smoking)1'. The guest name is entered as 'John' in the first name field, 'Fusion' in the last name field, and 'Middle' in the middle name field. There is a 'Name List' button. Below the name fields, there is a section for 'Please choose any additional options.' with the option 'Include breakfast(JPY800)' and two radio buttons: 'Not required' (selected) and 'Required'. At the bottom of the form, there are 'Next' and 'Back' buttons. The footer contains the version number 'v14.01' and links for 'Customer Consultation', 'Certification of Travel Agency Business', and 'Covenants, Conditions of Travel, Travel Service Handling Charge'.

AMARYS+ FUSION23

Prof. John Fusion

My Page  
Log-out  
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1. Choose Hotel 2. Enter Guest Name(s) 3. Confirmation 1 4. Confirmation 2 5. Complete

Enter Guest Name(s)

Shizutetsu Hotel Prezio Shizuoka-Ekikita

11/18 - 11/24 Number of Reserved Rooms: 1 Specify by date

Single (Non-Smoking)1

Guest Name1 John Middle Fusion Name List

Please choose any additional options.  
Include breakfast(JPY800)

Not required  Required

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# (10) Confirmation 1

You are directed to the confirmation page. If no problem, click "Apply".

The screenshot shows the 'Confirmation: Hotel Reservation' page in the AMARYS+ FUSION23 system. The user is Prof. John Fusion. The page displays a summary of the reservation, including dates, application details, and pricing. The total amount is JPY61,310. Below the pricing, there is a section for 'Cancellation Fees' and 'Company in Charge of Travel Agreements'. At the bottom, there is a 'Itinerary' table showing the reservation details for each day from 15-Nov-2023 to 24-Nov-2023. The 'Apply' button is highlighted in orange.

**Confirmation: Hotel Reservation**

Date of Stay	Application Details	Price
15-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY11,330
19-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
20-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
21-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
22-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
23-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
24-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
<b>Total</b>		<b>JPY61,310</b>
<b>Subtotal of above</b>		<b>JPY61,310</b>
<b>Payment Amount</b>		<b>JPY61,310</b>

**Cancellation Fees**  
A fixed cancellation fee will be charged for all cancellations made on or after 29-Oct-2023(SUN)

**Company in Charge of Travel Agreements**

Type of Contracted Travel: Agent-Organized Tour  
 Travel Agency: JTB Global Marketing & Travel Inc.  
 License Number: Commissioner of Japan Tourism Agency Registered Travel Agency No.1723  
 Office: JTB GMT  
 Address: Tokyo Front Terrace 2-3-14 Higashi-Shinagawa, Shinagawa-ku, Tokyo 140-8604  
 Tel: 03-5796-5445  
 Name of certified Travel Service Manager: Kenichiro Masui  
 Certified Travel Supervisor is responsible for transactions made by the offices handling travel arrangements for customers. If you have any questions and would like to receive an explanation by the representative regarding this travel.

**Itinerary**

Date	Application Details	Remarks	Meal Conditions
15-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
19-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
20-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
21-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
22-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
23-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast
24-Nov-2023	Shizuetsu Hotel Prezio Shizuoka-Ekikita Single (Non-Smoking) John Fusion	-	No breakfast

**Apply**  
**Back**

## (11) Confirmation 2

The summary of hotel reservations is shown. If no problem, click “Reserve”. Then, you will receive an email that informs you that the hotel is booked.


FUSION23

Prof. John Fusion

[My Page](#)  
[My Mail](#)  
[FAQs / Contact Information](#)

Personal Information / Registration    **Hotel Reservation**    Payment

1. Choose Hotel    2. Enter Guest Name    3. Confirmation    **4. Confirmation 2**    5. Complete

**Confirmation of Booking and Transaction Information**

You have not yet finished booking your hotel or inn.  
 First please read and review the Transaction Terms and Conditions and then click on the "Reserve" button.  
 Please wait for the screen that says "Your reservation has been completed" to be displayed, indicating that your reservation has been completed.

**Confirmation: Hotel Reservation**

Date of Stay	Application Details	Total
18-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY11,330
19-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
20-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
21-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
22-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
23-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
24-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita Single (Non-Smoking) John Fusion	JPY8,330
<b>Total</b>		<b>JPY61,310</b>

Subject of above    JPY61,310

Payment Amount    **JPY61,310**

**Cancellation Fees**

A fixed cancellation fee will be charged for all cancellations made on or after 29-Oct-2023(5:JST).

**Company in Charge of Travel Agreements**

**Type of Contracted Travel:** Agent Organized Tour  
**Travel Agency:** JTB Global Marketing & Travel Inc.  
**License Number:** Commissioner of Japan Tourism Agency Registered Travel Agency No.1723  
**Office:** JTB G&T  
**Address:** Tokyo Front Terrace 2-5-14 Higashi-Shinagawa, Shinagawa-Ku, Tokyo 140-8004  
**Tel:** 03-5796-5445  
**Name of certified Travel Service Manager:** Kimichiro Masui  
Certified Travel Supervisor is responsible for transactions made by the offices handling travel arrangements for customers. If you have any questions and would like to receive an explanation by the representative regarding this travel.

**Itinerary**

Date	Application Details	Remarks	Meal Conditions
18-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
19-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
20-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
21-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
22-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
23-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast
24-Nov-2023	Shizuoketu Hotel Pezzo Shizuoka-Ekikita John Fusion	Single (Non-Smoking) -	No breakfast

**Document Explaining Business Terms**

Document Explaining Business Terms

I have confirmed the document explaining the business terms.

Reserve  
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Customer Consultation    Confirmation of Travel Agency Business    Contents, Conditions of Travel, Travel Service Handling Charge

## (12) Complete

The screenshot displays the AMARYS+ FUSION23 user interface. At the top left is the AMARYS+ logo, and at the top right is the text 'FUSION23'. Below the logo, the user's name 'Prof. John Fusion' is shown. To the right of the name are three buttons: 'My Page' (blue), 'Log-out' (grey), and 'FAQs / Contact information' (grey with a question mark icon). A progress bar below the navigation shows three steps: 'Personal Information / Registration', 'Hotel Reservation', and 'Payment'. The 'Hotel Reservation' step is further detailed with five sub-steps: '1. Choose Hotel', '2. Enter Guest Name(s)', '3. Confirmation 1', '4. Confirmation 2', and '5. Complete'. The '5. Complete' step is highlighted in red. Below the progress bar is a dark blue header for 'Reserve accommodation', followed by a white box containing the text 'Your reservation has been completed.' Below this, there are three buttons: 'Payment' (orange), 'Make reservations for another hotel' (red), and 'My Page' (blue). Below the buttons is the text 'Click on "My Page" to confirm application details' and another 'My Page' button. At the bottom, there is a warning: 'Do not use the browser's "back" button.' The version number 'v14.01' is visible in the bottom left corner. The footer contains three links: 'Customer Consultation', 'Certification of Travel Agency Business', and 'Covenants, Conditions of Travel, Travel Service Handling Charge'.

## (13) Payment

You will be directed to the payment page. You can pay the registration fee (and accommodation fee) here with major credit cards.