

Registration Credit

Registration Credit is the term we use to identify how someone has registered to your event. You can view the Registration Credit by going to Manage Registrants and clicking on the View as Report button on the top right. You can also view this by creating a custom report. Click on Reports & Exports and then Custom Report Builder. Then click Change Columns and check the box next to Registration Credit. Scroll down to the bottom and click Apply Changes. Public Registration means that the person was registered on the public registration form. A name and (FundEasy) means the person was registered by an admin. The name is of the person who was logged in at the time and registered the guest. A name and (Host Manager) means they were registered by a host through the Host Manager page. The name is of the registrant. A name and (Email Invite) means they registered by an invitation email and the name is the name of the person who invited them. Registration Credit data can be helpful for identifying trends in registration and in determining the source of registration that may be unfamiliar to you.