Below are step-by-step instructions on how to schedule a free exam using the exam offer for Microsoft Ignite 2019 and Microsoft Ignite The Tour 2019-2020 attendees who are eligible. For details on eligibility, please visit Terms and conditions for this offer.

1. Select a qualifying exam
2. Once on the exam details page for the desired exam, click the "Schedule exam" button to begin online registration process
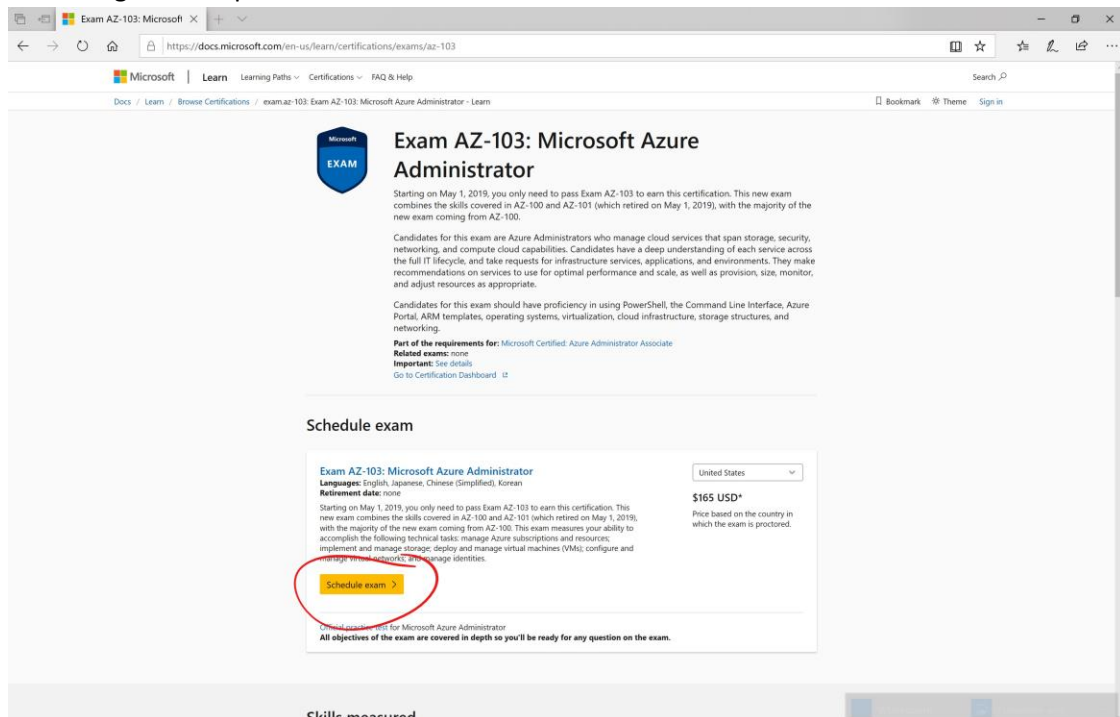
3. Sign in with the Microsoft Account associated with your existing Certification Profile. If you don't have a Certification Profile, you will need to create one.
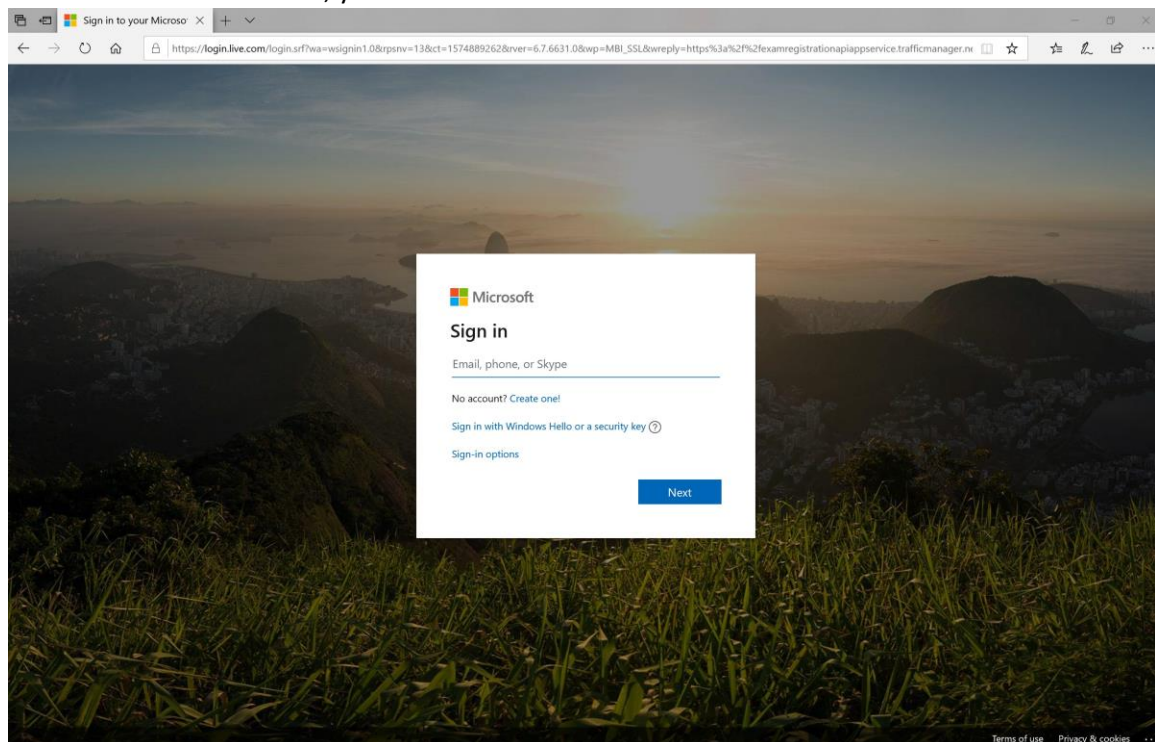
4. Once logged in to your Microsoft Certification Profile, confirm details in your Certification Profile are accurate.

5. Click "Save & continue" button at the bottom of the Certification Profile page to proceed to the 'Exam Discounts' page
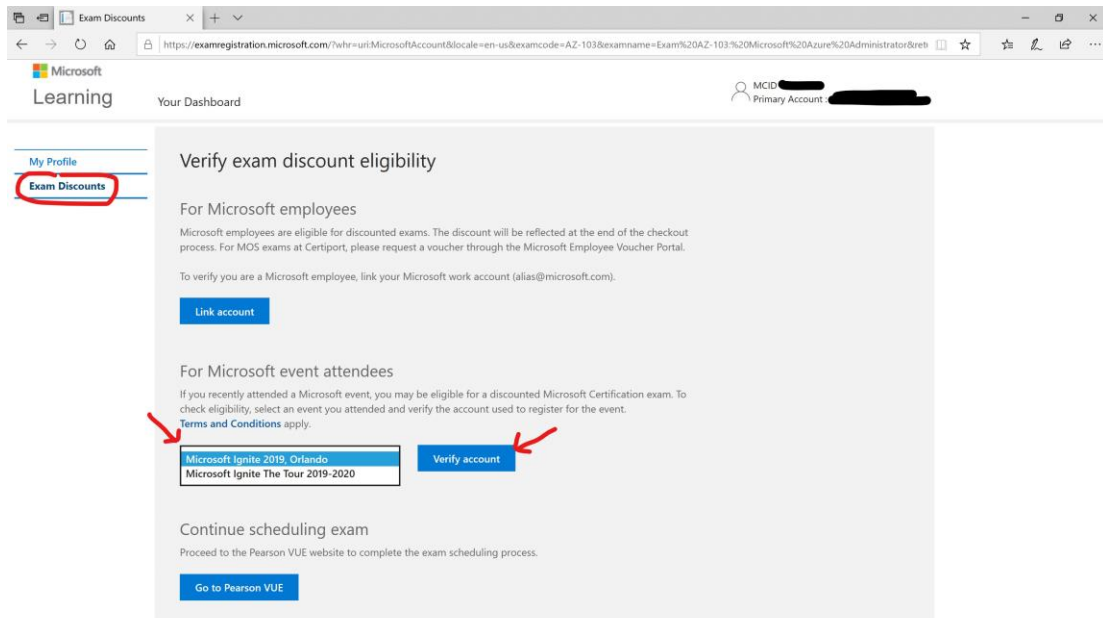
6. On the 'Exam Discounts' page, select the event you've attended and click the "Verify account" button.

7. When verifying your account, you must authenticate using the same social account used for event registration (NOTE: If you used a Microsoft Account for event registration, you must use the same Microsoft Account to log in to your Certification Profile to schedule your exam. If this results in having two Certification Profiles, contact Microsoft Certification support forums to merge your profiles, after you complete your certification exam.)
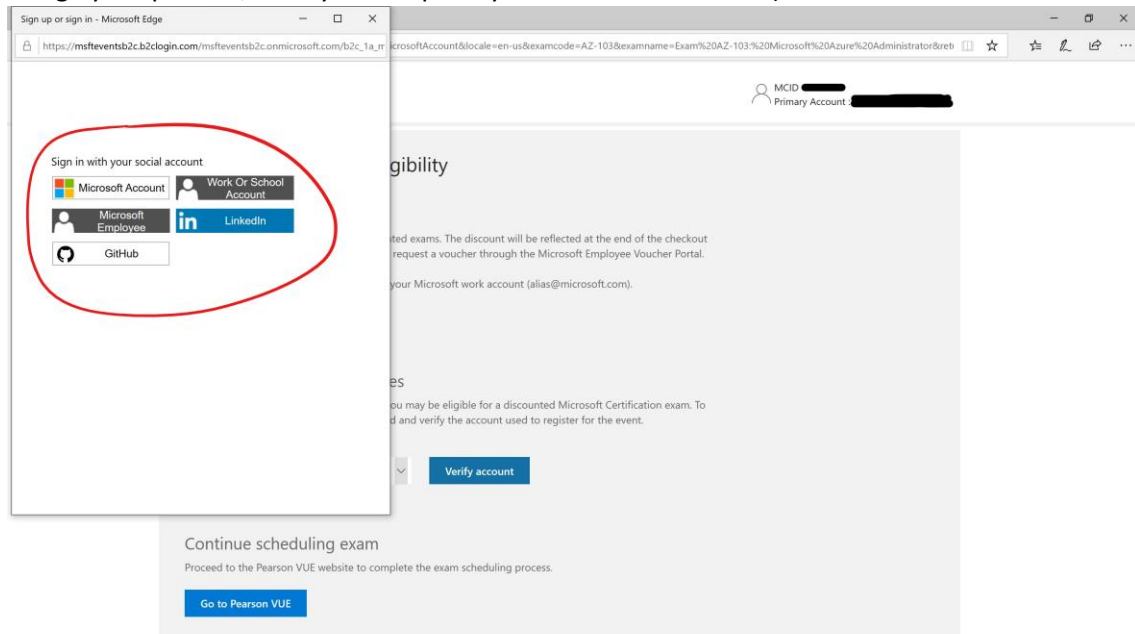
8. Follow steps on the following screens and provide the required details to schedule your exam.

9. During checkout, verify the total amount due is $0.00 and submit the order.