



# KGUMSB Indico Profile Management User Manual

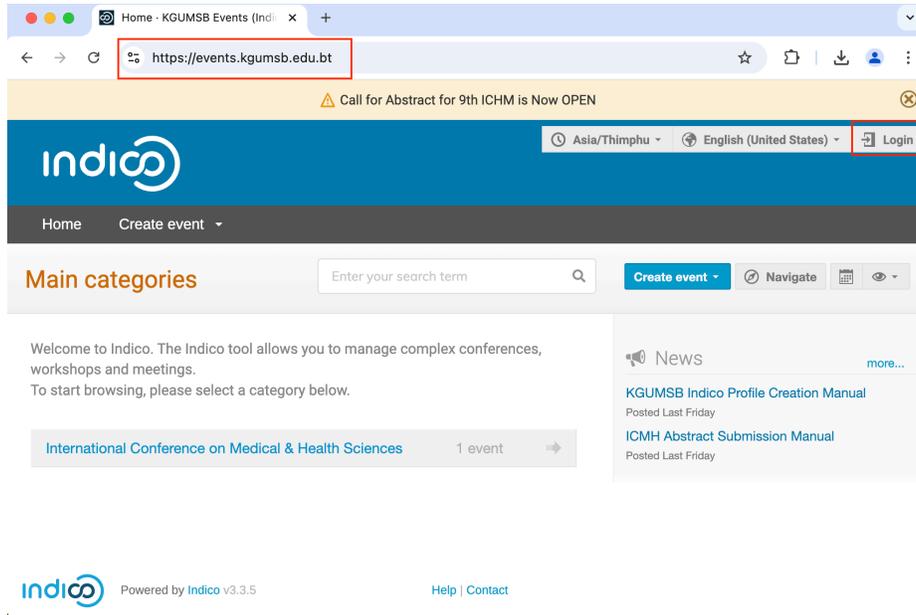
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*January 2025*

*Version 1.0*

## 1. Create KGUMSB Indico Account

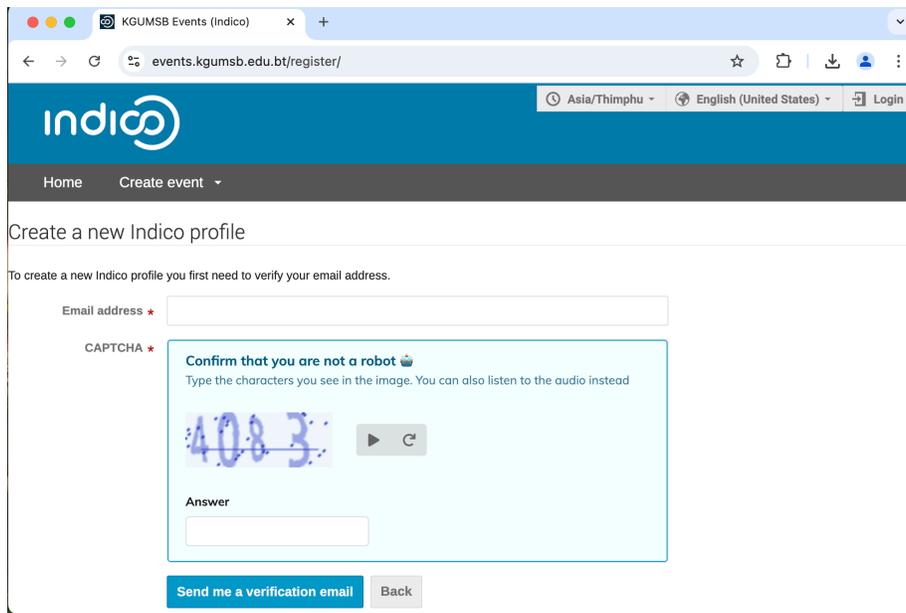
- Navigate to <https://events.kgumsb.edu.bt>. Click **Login**



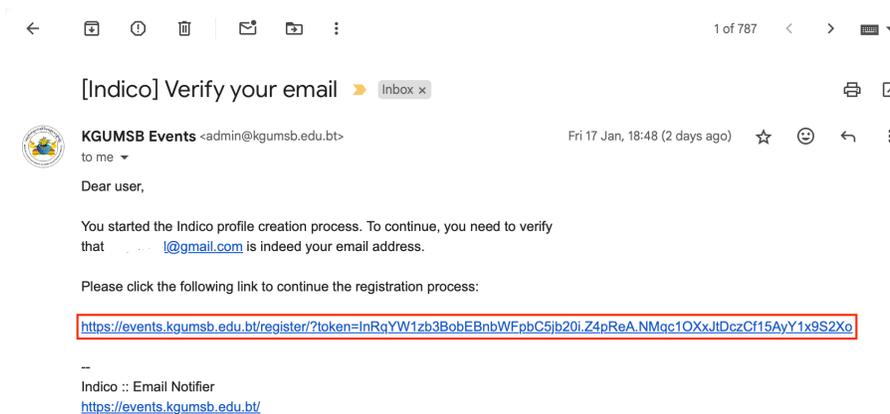
- Click **Create one here**



- Enter valid email address and click **Send me a verification email**



- Check your email inbox and click on the registration link sent by KGUMSB Indico



- Complete all fields marked \* -they are mandatory and click **Create my Indico profile**.

events.kgumsb.edu.bt/register/

indico

Home Create event

Create a new Indico profile

✓ You have successfully validated your email address and can now proceed with the registration.

User information

Email address  
@kgumsb.edu.bt

First name \* Thinley Last name \* Jamtsho

Affiliation  
KGUMSB

Login details

Username \*  
@kgumsb.edu.bt

Password \* ..... Confirm password \* .....

Create my Indico profile Cancel

*It is recommended to use your registered email address as Username.*

- Upon successful creation of your KGUMSB Indico profile, you will be automatically logged into the KGUMSB Indico application.

events.kgumsb.edu.bt

Call for Abstract for 9th ICHM is Now OPEN

Public Asia/Thimphu T. Jamtsho

indico

Home Create event My profile

Main categories Enter your search term Create event Navigate

✓ You have successfully registered your Indico profile. Check your profile for further details and settings.

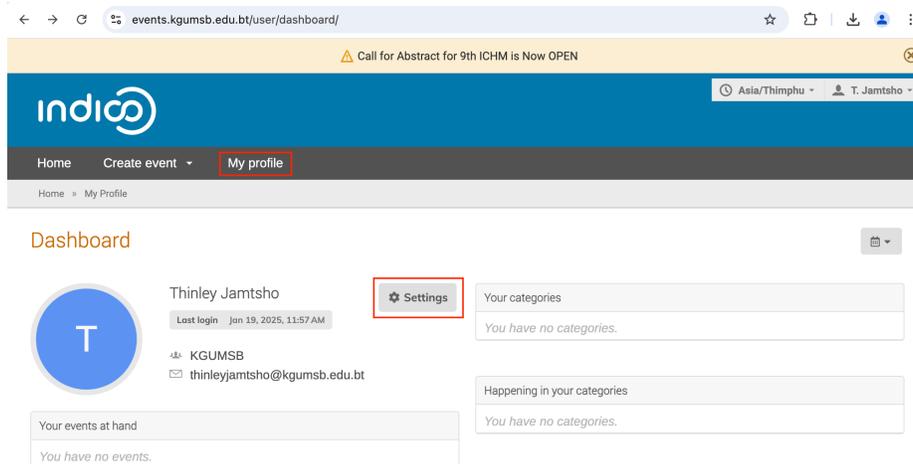
Welcome to Indico. The Indico tool allows you to manage complex conferences, workshops and meetings. To start browsing, please select a category below.

International Conference on Medical & Health Sciences 1 event

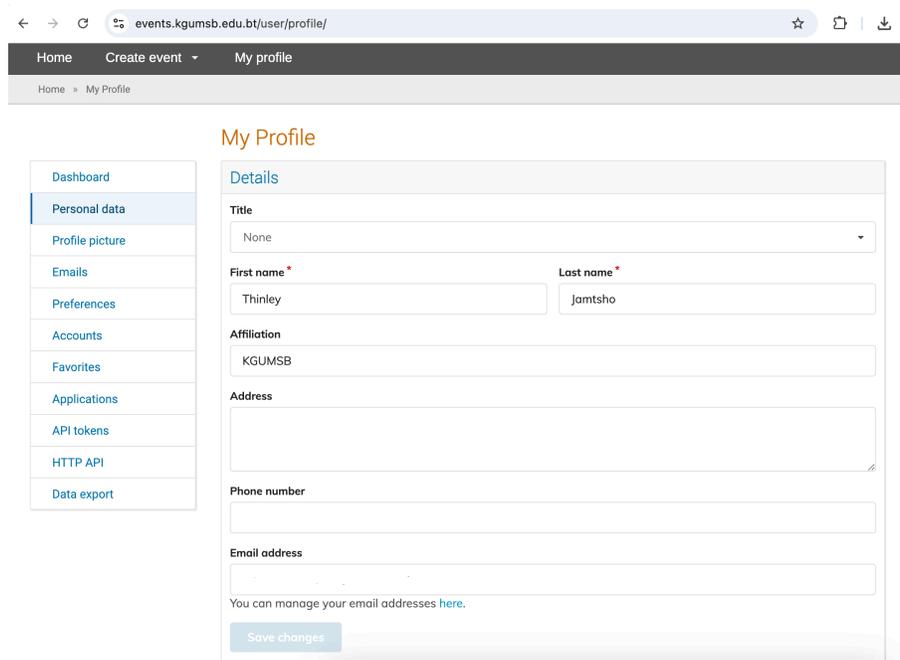
News more...  
KGUMSB Indico Profile Creation Manual Posted Last Friday  
ICMH Abstract Submission Manual Posted Last Friday

## 2. Update Your Personal Details

- Login into KGUMSB Indico application by navigating to <https://events.kgumsb.edu.bt>.
- Click **My profile** and **Settings**.

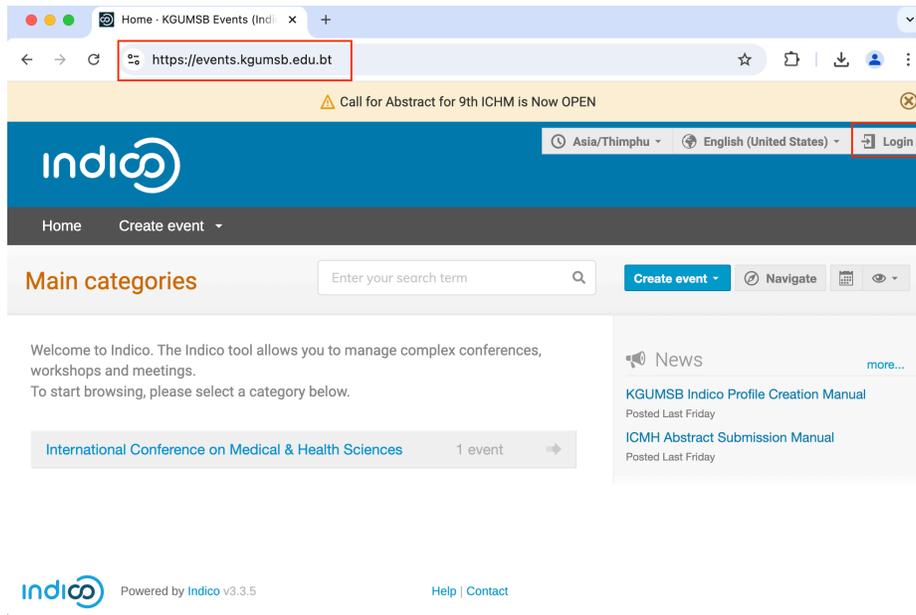


- Update your Personal data, Profile picture and other records.



### 3. Reset Forgotten KGUMSB Indico Account Password

- Navigate to <https://events.kgumsb.edu.bt>. Click **Login**



- Click **Forgot my password**.



- Click your registered email address and click Submit. A password reset will be sent to your registered email address.

Call for Abstract for 9th ICHM is Now OPEN

indico

Home Create event

Asia/Thimphu English (United States) Login

### Reset your Indico password

If you forgot your password you can reset it. Simply enter your email address and we'll send you an email containing with information on how to set a new password.

Email address \*

Submit