Live Presentation Instructions

1. Login to virtual meeting platform to access Speaker Management

2. From here click the blue ‘Launch’ button to access your presentation information
3. Welcome & Instructions – please review the instructions.

Welcome & Instructions
Start date: 2/19/2021
End date: 4/30/2021

Register for ACS 2021
Start date: 3/18/2021
End date: 4/30/2021

Update Profile Information
Start date: 3/18/2021
End date: 4/30/2021

Upload Headshot
Start date: 3/18/2021
End date: 4/30/2021

Enter Live Session
Start date: 2/19/2021
End date: 4/16/2021

Welcome & Instructions
Welcome to the speaker portal for the ACS Spring 2021 Meeting.
Please read this entire page carefully.
During this process, you will be walked through a series of activities as seen in the left-hand column.
The information on each Activities button consists of:
Start Date: You may not start this activity until the scheduled Start Date
End Date: This activity must be completed before the scheduled End Date and will be Locked after that date.

Icons
- Green Arrow - The activity is ready to start
- Green Check - You have completed this activity
- Black Clock - The activity is not yet opened due to the Start date not being reached
- Red X - This activity has closed and you can no longer make changes

You may save your responses as you go by clicking the save button when present. Once you have finished an activity, hit the "complete activity" button at the bottom of the screen.

Complete Activity
4. If you still need to register for the ACS Spring 2021 meeting, please click the link to be redirected to the registration site.
5. Update Profile Information – on this page you can update some of your information and add a bio, if you like.
6. Profile Headshot – on this page you can upload a headshot to go along with your presentation, if you like.
7. To enter your live technical session on the day of your presentation, please click the blue ‘View More’ button.