Schedule a Live Event

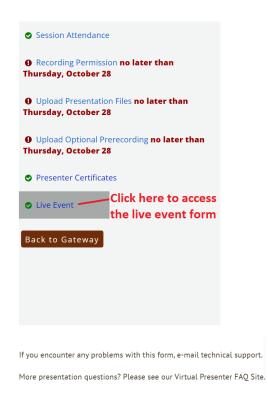
You can solicit live interactive questions, comments, and discussion by scheduling a Zoom meeting linked directly into the program listing of the paper you presented or session you organized. Live Events can be created at either the presentation or session level and are useful for connecting both virtual and in-person attendees. Set up Live Events for Q&A periods, virtual presentation discussion, or even feedback sessions for recorded in-person presentations (to be scheduled at least a week after the conclusion of the Annual Meeting once recordings are available).

- Please do not schedule a live event to occur later than Friday, December 31, 2021.
- Please note that Live Events are NOT recorded or captured for future viewing within the annual meeting platform.

The Live Event form will require you to input the following information

- Title We suggest "Discussion" or "Q&A"
- Your email address
- The Zoom URL -- If you do not already have a Zoom account you can create one for free and can then run Zoom meetings up to 40 minutes long.
- The starting and ending DateTimes, in Mountain (Salt Lake City) time
- Note: The Live Events system refreshes hourly, so please allow that much time for your event to appear/update in your online program listing.

If you do schedule a Zoom meeting, we encourage you to advertise your unique Live Event opportunity via social media. (To prevent Zoom bombing, please DO NOT advertise the actual Zoom URL on social media. However, please DO advertise the online program's URL of your paper or session.) The online program/app will be accessible to registered attendees only, and they will just need to click a convenient "Join Now" button to enter your Zoom meeting at the time it is live.



EVENT INFORMATION Title A link to this live event will appear in the meeting app under the session title, Speaker Ready Room - Sunday We recommend that you set the event title as 'Discussion' or 'Q&A' or 'Roundtable' or 'Talk with us about joining this project' -- or whatever else would concisely inform registered attendees of the intent or content of the live event. Host email address Please provide your email address to allow meeting organizers to get in touch with you if necessary. speaker@state.edu Zoom meeting URL $Please\ enter\ the\ URL\ of\ your\ Zoom\ meeting.\ This\ URL\ should\ allow\ someone\ to\ join\ the\ meeting\ without\ forcing\ them\ to$ https://zoom.us/j/91293279773?pwd=SUhERnBnSTBrNWZOa1U5eTlwZjFMUTT2 To minimize the number of applications that meeting attendees must use, we ask that you use Zoom for any live events you wish to schedule yourself. If you are using a free (Basic) Zoom account, remember that you will be limited to an event duration of 40 minutes. **Event Start Date and Time** Please enter the date and time in the following format: YYYY-MM-DD hh:mm:ss 2021-12-02 08:00:00 Salt Lake City (Mountain) time **Event End Date and Time** Please enter the date and time in the following format: YYYY-MM-DD hh:mm:ss 2021-12-02 08:30:00 **CANCELLATIONS** If you need to cancel your live event, please select the cancellation option below and enter a reason for canceling in the text $\ \square$ cancel and unschedule live event

CONTACT US

5585 Guilford Road | Madison, WI 53711-5801 Phone: 608-273-8080 Fax: 608-273-2021