2020 ACCP Annual Meeting Virtual Poster Presentation Instructions

Including link to the virtual poster hall, instructions to log-in, and screenshots for what to expect.

SLIDE 1: Log into the virtual poster hall.  
https://accp.confex.com/accp/2020am/meetingapp.cgi/Login/current

Important Note: When signing into the poster hall, please use the same email address provided when the abstract was submitted. If you do not use the same email address, you will be unable to respond to attendees’ questions/comments.
SLIDE 2: You will be taken directly to the Welcome page of the poster hall. Here, you can search for your poster. Click on the “Search” button in the left menu bar.
SLIDE 3: Search your last name or poster title to find your poster.
SLIDE 4: Click on your name or poster’s title. This is your abstract and poster ‘homepage’ and where you will want to begin. You will also return to this page when you need to respond to an emailed/chat-posted question. This is also where you will include your audio/video meeting invitation link (e.g., Zoom, Teams, etc.) if you elect to do so.
SLIDE 5: On your assigned presentation evening, the first thing you should do is type a message to poster viewers letting them know you are online and welcome their questions. If you type in the white chat box and click “Submit” – you will receive a confirmation email. The white chat box is where you will include your audio/video meeting invite (e.g., Zoom, Teams, etc.) if you elect to offer that feature to attendees.

**NOTE:** The white “chat” box and “Submit” feature will not be accessible to poster presenters or poster viewers until October 19th.
SLIDE 6: When a poster viewer wants to ask a question, they will “Submit” it to you through the chat box – it will display in your white chat box (you may need to frequently refresh/reload the page) and you will receive a confirming email.

Type your response in the white box of the viewer’s comment/question and click “Submit” and the person asking the question will be able to read your answer. Presenter response follows the viewer’s question.