How to be a Speaker

Accessing the Platform:

You will receive an email with a unique log-in link to the site. *This email will be coming from noreply@olibuh.com.

This email will have a link so that you can directly access the virtual conference environment. If you cannot find or do not receive this email, please contact us at 314-516-8419 or conferences@mimh.edu.

Where to go when speaking:

Navigate on the agenda to your session, please be sure to join your session at least 10 minutes ahead of your scheduled presentation time. Once you arrive at your session on the agenda, click the "Join Session as Speaker" button. This will place you in the session at the podium. Go ahead and share your slides at this time and wait for the session to start. The virtual curtain will go up exactly at the time on the agenda and you will be live to the audience. You will not be able to see or hear them, they will only interact via the chat and Q and A.

Moderator duties:

There will be a moderator in every room, the moderator will help you get your slides shared. The moderator will also be monitoring the chat and Q and A for you. The moderator will ask all questions to you for your session. Coordinate when you would like to take questions with the moderator before the start of your session.

The virtual curtain will go up exactly at the time on the agenda and you will be live to the audience. You will not be able to see or hear them, they will only interact via the chat and Q and A. Present your material, the moderator will tell you when you are about out of time, so you can keep to schedule.

Logging into the event ahead of time:

We recommend that you log in 24 hours before & look around the site ahead of the event starting. This will help you familiarize yourself with the different areas and help you get more comfortable before you are hopping on to join a webcast.

Where to go for help:

If you need assistance or have a question please ask your moderator in session, or go to the help desk in the exhibit area. The desk will have someone that you can chat or meet with all during the conference.