

SAMLA 93 F.A.Q.

SAMLA 93 Membership and Registration Questions

Q: For an online conference, do I still need to pay membership dues and conference registration fees?

A: Yes, **membership** and **registration** are both required for participation and attendance of our online conference. While we have maintained current membership prices, we have significantly reduced registration costs at all levels.

: Attendees and Participants can pay their registration through Saturday, November 6, the final day of the conference. **After October 31, uploading paid registrants will be handled by the SAMLA team and Event Tickets will be issued individually in emails from the SAMLA staff office.**

SAMLA 93 Online Conference Format

Q: What is Acelevents?

A: **Acelevents** is a self-service event platform software provider. Through Acelevents, we are building a navigable SAMLA 93 event webpage that is accessible to all *paid* registrants.

Q: How will I access SAMLA 93?

A: **This video** from Acelevents will walk you through the basics of accessing the event webpage after receiving your Event Ticket. You can click here for **more information**. You can also search Acelevents' **Support Page** for answers to any other questions might have!

Q: If I am experiencing issues, what should I do?

A: You will be able to contact the SAMLA team, of course, but you can also contact Acelevents staff by emailing info@acelevents.com. We also recommend the following pages: **Disabling Ad Blockers, I'm a Speaker in a Session, Screen and File Sharing Best Practices**.

Q: How will SAMLA 93 panels operate?

A: SAMLA 93 panels will run for 90 minutes (with 15-minute breaks in-between panels). Every member of the panel (Chair, Co-Chair, Secretary, and Panelists) will be viewable via Acelevents' native video streaming software. All panelists will receive a link to the "backstage" of their panel(s). Please **this page** to learn more about the Acelevents **TokBox** studio. With the implementation of TokBox, screen-sharing for PowerPoints, Prezis, images, and/or videos will be much faster. However, panelists will not be able to *upload* documents for audience members. Here is some brief information on **best practices** for sharing your screen.

Q: As a Chair, what is my role?

A: Everyone marked Chair, Co-Chair, or Secretary of a session will be toggled as a Moderator. **All moderators will have full control of starting and stopping the live broadcast of the session.** For your audience to see your panel, the moderator must hit "Start Recording" on their video screen. When the session has completed, the moderator must then hit "Stop Recording."

Q: How will Chairs handle Q&A?

A: While all members of a panel will be visible, audience members will be hidden and muted. Audience members can submit questions to the chair via chat on the right-hand side of the screen. Chairs will then read these questions to their panelists during the designated Q&A period.

Q: Are panels recorded?

A: Yes, sessions are recorded. Attendees will be able to watch a session from the beginning once it has finished. Additionally, SAMLA staff will be able to download any sessions and make them available to attendees.

Q: How can I access the SAMLA 93 schedule?

A: The SAMLA 93 schedule will be accessible both internally on the SAMLA 93 event webpage and as a downloadable PDF of our traditional conference program from our SAMLA website.

Q: Will SAMLA 93 have exhibitors?

A: Yes! As a virtual event platform, Acelevents offers an Exhibitor Hall. We are thrilled to welcome **Scholar's Choice, Kent State University Press, Clemson University Press, University Press of Mississippi, and University Press of Florida**. You can find our exhibitors from the "Expo" tab.