



ICPE Speaker tasks: Upload Photo and Speaker Biography

STEP 1 - LOG INTO MyISPE

Log into your MyISPE profile with your username and password



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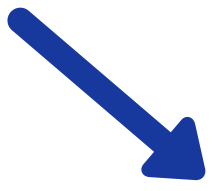


STEP 2 - READ AND AGREE TO PRIVACY POLICY

Terms Of Use

Terms of Use

Enter your information below to create an account. By creating you cannot opt-out, you may opt-out at any time by contacting |



I agree to the Privacy Policy and Terms Of Use



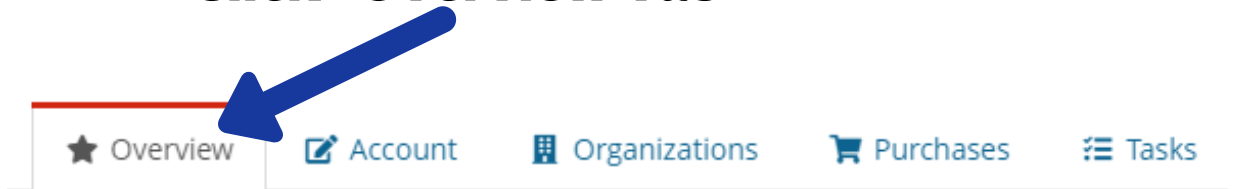
STEP 3 - ACCESS PROFILE

Access your profile by clicking on ISPE Profile

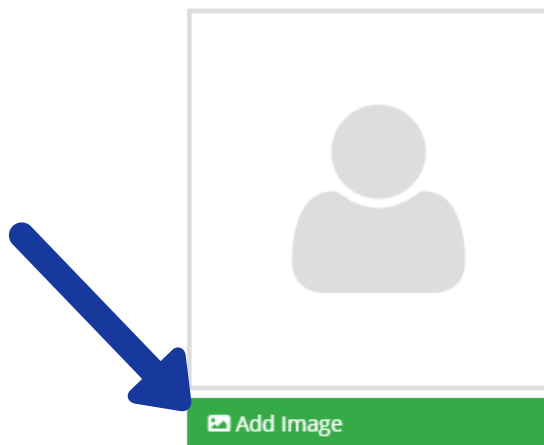


STEP 4 - UPLOAD YOUR PHOTO

Click "Overview Tab"



Click on "Add image" to upload a photo



Notes: Max upload is 5MB, Allowed file extension: jpg, jpe, jpeg, png,gifm or bmp
MUST add a description of the photo

STEP 5- UPLOAD SPEAKER BIOGRAPHY

Click on the Account tab



Add speaker biography located at the bottom of the page



Note: 250 words/2000 character max

ENTER A BRIEF SPEAKER BIOGRAPHY FOR USE AT ISPE MEETINGS (250 words/2000 characters max)

i Speaker Biography:

Click Save

