Quick Start Guide

Equipment Needed

Before the meeting begins, ensure that you have:

- Computer with a stable internet connection. Livestream is best utilized with Google Chrome browser.

- Speakers, either external or built-in, or headphones

Website Overview

- You received an email with a link to log in to the website along with your access key. You must login to view the meeting and have full access.

- Access your profile by clicking on your name in the top blue bar in the upper right-hand corner. Add information and a photo of yourself if you'd like.

- Use the navigation menu on the left or the tiles on the homepage to explore the site.

- Build your schedule by viewing the Schedule, clicking on the session you would like to attend. "Favorite" that session by clicking on the star icon at the top of the pop-up. This session will then appear under My Schedule. You can also "Favorite" attendees, exhibitors, posters and more to appear under My Schedule.

Connecting to Live Sessions

- If you've built your schedule, simply go to My Schedule, click the presentation you would like to view, then click the Live Stream button at the bottom of the pop-up window that opens. The Live Stream button will become active once the session starts.

- Active live stream sessions can also be viewed by clicking on the tiles on the home page based on the track you would like to attend

What should I do if I have connection issues?

If you are unable to connect to live stream sessions, first try closing your browser, restarting it, and then logging back into the website. If you still experience issues, check out the FAQ, or e-mail NEIVirtualEvents@nei.org.

Technology Tips and Tricks

- If your Wi-Fi tends to cut out or slow down, consider wiring your computer directly to your modem with an ethernet cable.

- If you are using your computer's speakers, plug in headphones to reduce feedback and increase clarity.

- If you would like to save text that is posted in the Questions tab during the live stream, take a screen shot and save it to your computer.

Virtual Meeting Etiquette

Please follow these best practices to ensure that all attendees have a great experience:

- Do not solicit or market products or services to other attendees on the virtual platform. No recruitment is permitted though the Radiation Protection Forum.

- Use the Questions tab solely for questions that moderators can direct to the presenter. If you would like to discuss a presentation with other attendees, use the Discussion tab to connect with them during the session. For other questions, e-mail NEIVirtualEvents@nei.org.

- Please provide any feedback on the presentations in the meeting survey button located on the session page rather than posting it in the Questions tab.

- Keep questions appropriate, respectful, and courteous.