

PSX 2020 Speaker Preparation

How to manage your online speaker account, action items, and due dates

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Product Stewardship Society



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PSX Speaker Webinar Series

- Series of webinars corresponding with various deadlines leading up to the PSX 2020 conference
- Assist speakers in navigating resources, websites, understanding expectations and deadlines
- Improve presentation skills and conference evaluations
- For more information and to view recordings visit www.psx.org, click “Speak”.



September 15-17, 2020
Houston, TX

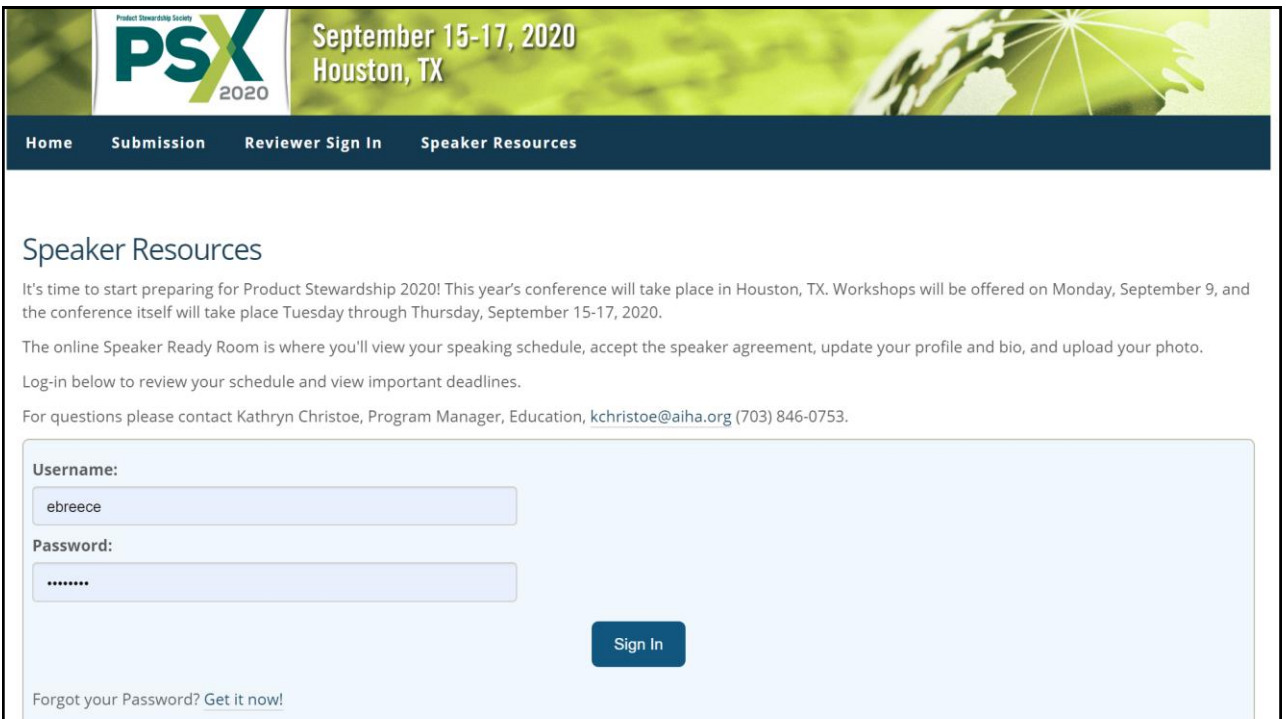
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Online Speaker Center

- Visit www.psx.org, and click on “SPEAK”, or use the link in your notification email (<https://ww2.aievolution.com/psc2001>) to access your account
- Login (your username is your first initial and last name, i.e. jdoe and your password can be emailed to you, using the “forgot password” option)



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Completing the Speaker Agreement

- Once logged in, you will be taken immediately to the Speaker Agreement
- Review the content, and digitally sign and date
- DEADLINE: May 1



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Agreement Details

- Speakers must review AIHA guidelines and convention center rules and sign off



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Product Stewardship 2020 Speaker Agreement

To edit your bio at any time please click on the "Dashboard" dropdown at the top left-hand corner. Scroll down and click on "Bio/Photo" to edit.

Each presenter at Product Stewardship 2020 must complete the following speaker agreement.

* - indicates a required item.

* Conference Attendance & Presentation Guidelines

I agree that, in order to present during Product Stewardship 2020, I must register and pay all applicable registration fees. I understand that the Product Stewardship Society (PSS) does not offer discounted registration for speakers. I agree to present as part of the Product Stewardship 2020 conference on my designated time. My presentation will be reflective of the original proposal that was reviewed and accepted.

I agree to notify staff immediately if an unforeseen circumstance or emergency should prevent me from meeting my obligation as a presenter. I understand that I am responsible for finding a replacement if I am unable to present.

During my presentation, I will not engage in any type of promotional marketing or selling of any product or service, and I will not disparage the Product Stewardship Society in any way.

Conference Materials & Deadlines

I agree to use the PowerPoint and handout templates and logos provided to me by the Product Stewardship Society for any PowerPoint presentation and/or handouts I may utilize in connection with the program, and I agree not to use these templates and logos in any way except in connection with this program.

I represent and warrant that my presentation does not violate any proprietary or personal rights of others (including any copyright, trademark and privacy rights) and is factually accurate, and contains nothing defamatory or otherwise unlawful. I have the full authority to enter into this agreement and have obtained all necessary permissions or licenses from any individuals or organizations whose material is included or used in my presentation.

I authorize Product Stewardship Society to use my name, likeness, photograph, and biographical data in connection with the Product Stewardship Society's

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Updating your profile information

- The following page will allow you to update your contact information, including your credentials, company, location, etc.
- The information here (excluding your email and phone) will be visible on your session listing webpage)
- The email listed here will be how PSX will contact you in regard to any speaking engagements at the conference
- This can be updated at anytime to reflect job changes, and the like



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Edit Profile

* - indicates a required item.

Profile Information

Password:

[Change?](#)

Contact Information

Prefix:

*First Name:

Middle Name:

*Last Name:

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Virtual Delivery Form

- As we adjust to the daily-changing status of COVID-19 and planning for the future, we ask for your feedback on presenting virtually, if needed
 - Please respond to this survey no later than **Friday, May 1**.
- All speakers must provide consent for recording for On Demand and Virtual Program
 - Speakers have right to opt out (if company rules prohibit recording or broadcast, and so forth)



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Dashboard Jam

Dashboard

Profile	Speaker Center	Important Actions
<ul style="list-style-type: none"> → Edit Attendee → Update Password → Data Privacy 	<ul style="list-style-type: none"> → Schedule ← 	<ul style="list-style-type: none"> 🔔 Product Stewardship 2020 S Agreement

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Schedule

Use this section to review your schedule and submit any additional documents or forms.

[Preview Schedule](#)

🔴 - indicates a required item.

Mon, 9/14

Event Title: Getting Sustainability Right: Bridging the gap among Providers, Translators and Users of LCA results
 Type: Workshop Half Day
 Time: 1:00 PM - 5:00 PM
 Role: Lead Instructor

Speaker Virtual Delivery Form 🔴	Incomplete
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Thu, 9/17

Event Title: Closing Session - Getting Sustainability Right
 Type: General Session
 Time: 10:30 AM - 12:00 PM
 Role: Presenter

Speaker Virtual Delivery Form 🔴	Incomplete
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Speaker Registration & Reservations

- Workshop instructors who wish to attend PSX are required to pay the applicable full, or one-day registration fee, and should register for and reserve hotel accommodations online
- Main conference (Tuesday - Thursday) presenters and moderators are required to register for the conference and pay the applicable full, or one-day registration fee



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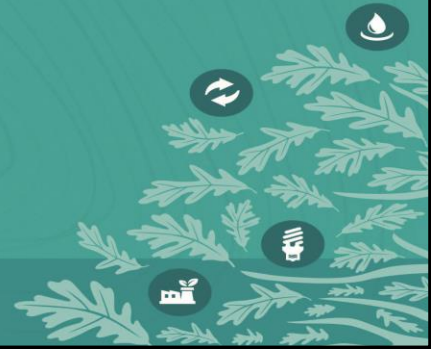
Speaker Funding

- Funding and/or discounts on registration are not available to Education Session presenters



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Questions?



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