REGISTRATION

When will registration to the 2020 Washington Forum open?

Registration is now open! If you are an individual interested in registering for the meeting, visit the registration page to get started!

<table>
<thead>
<tr>
<th>ATTENDEE TYPE:</th>
<th>Early Registration (through 30 September)</th>
<th>Late Registration (31 September - 28 October)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendee</td>
<td>$100</td>
<td>$125</td>
</tr>
<tr>
<td>Student</td>
<td>$25</td>
<td>$35</td>
</tr>
</tbody>
</table>

When does the early-bird registration discount end?

Make sure to register before 09 October 2020 to receive a discounted rate!

What do I get when I register for the virtual symposium?

Your registration grants you access to:

- all live sessions during the conference, 26-28 October 2020
- all session recordings after the conclusion of the conference

Do I qualify for the Student Attendee Registration Package?

If you are presenting in the conference as a speaker, or in the poster session, you will need to register as a Presenter. If this does not apply to you, you will register as an Attendee. The student attendee rate is for graduate or undergraduate students enrolled at least half-time at an accredited institution of higher learning, you may select that option if that applies to you. If you have additional questions as to which option applies to you, please email us at meetings@ametsoc.org.

PRESENTER INFO

If I am a presenter, do I have to register?

All presenters need to be registered for the meeting to access the virtual platform. Each presenter should have already received a voucher to attend the conference. Please email Meghan Summers if you did not receive a voucher or have any questions.
LIVE SESSIONS

How do I access the sessions?

Twenty minutes before the scheduled live session time, a "Join Now" with a link to the GoToWebinar or GoToMeeting will appear in the online program. Not seeing the button?

- Please be sure you are logged into the online program using the email used for registration. You will need to make sure you are logging in with the same email address or you will not be able to access the virtual platform. You may need to create a confex account with the same email if you have not done so already. After registering, you should receive a confirmation email (Subject Line:AMS Registration Confirmation and Receipt) sent to that email address.

Example:

I am an attendee - how do I ask a question during a live session?

As an attendee, your GoToWebinar panel on the side of the display screen will give you the option to type a question under the “Question” drop down field. Enter a question and hit the send button.
Why is the 2020 Washington Forum Virtual Meeting being held as a virtual event?

Like many organizations, we are closely monitoring the outbreak of the respiratory disease called the “coronavirus disease 2019” or “COVID-19” and its effect on our meetings and events. Our highest priority remains the health and safety of our attendees, staff, and communities in which our meetings will take place. While we had been hopeful that we could hold our meetings and events as planned, after the release of recommendations from the Centers for Disease Control and Prevention (CDC), the announcement by the World Health Organization (WHO) declaring a pandemic, as well as numerous university and institutional travel restrictions, it was clear that we must change our plans.
Thus, the 2020 Washington Forum will take place in a virtual format. As we are not able to meet in person as planned, we have changed the format of conference to one that is conducive to virtual learning and collaboration.

While we acknowledge that face to face interactions are a vital part of our usual AWF Conferences, we hope that this alternate format allows us to share our science and interact with one another as best we can. We hope that by eliminating travel costs and setting registration rates as low as possible, we can maximize participation in the conference.

For additional information on AMS Meetings and COVID-19, please view our [webpage](#).

What is the schedule for the virtual symposium?

The conference will run three consecutive days, Monday, October 26 through Wednesday, October 28 in Eastern Standard Time. Links to all live sessions will be available in the online program and will begin at 12PM EST and conclude at 5:30PM EST each day. You can view the here.

What time zone will be used for virtual sessions?

All live sessions will take place in Eastern Standard Time (EST). Attendees will have the ability to change the time display to reflect the user’s current timezone on the left-hand control panel in the [online program](#).
Is there a PDF version of the conference schedule?

You can view the ‘conference at a glance’ here.

What happens if I am unable to see the session that I want to attend?

Most presentations will be recorded, archived and made available after the conference. If your connection does not allow you to participate live, we encourage you to access recorded sessions once they are made available (we will notify you once these presentations are made available).

Will sessions be recorded and archived for later viewing? If so, when will they be available?

Presentations that have opted in to recording will be made available to all attendees after the conclusion of the meeting.

Recordings will be posted in the online program twenty-four hours after each session.

PLATFORM AND NECESSARY EQUIPMENT

How can I become more familiar with GoToWebinar (for Technical Sessions) and GoToMeeting (for Networking Sessions)?

Here are some helpful resources to guide you through the process. Here are a few resources to get you

For Live Sessions: GoToWebinar Step by Step Instructions (for Technical Sessions):

1. Download GoToWebinar before the conference: https://support.goto.com/webinar/help/download-now-g2w010002
2. Learn how to Join a GoToWebinar and familiarize yourself with GoToWebinar here: Video: GoToWebinar Quick Start
3. Before joining, be sure to check system requirements to avoid any connection issues.
4. When you are ready to join the live session, and up to 20 minutes before the scheduled start time, click the link dark gray "Join Now" button in the online program to launch the GoToWebinar.
5. Register for the GoToWebinar by entering your name and email address. You will need to do this for each GoToWebinar session during the conference.
6. From the GoToWebinar registration page, you can click "join the webinar" or click the blue "Join Webinar" button in the confirmation email from Tech Support.
7. If you try to join more than 5 minutes before the scheduled session start time, you will be placed in a waiting room (you will see a window that says "Waiting for Organizer to Start the Meeting" until Tech Support starts the GoToWebinar.

8. For best results in GoToWebinar:
   - Connect using a highspeed, wired internet connection.
   - Use a headset with a microphone.
   - Your microphone will be muted upon entry. Raise your hand to be unmuted by an organizer.
   - Ask content questions using the question box within the GoToWebinar session. Only moderators/session chairs/presenters will be able to see your question.
   - Email meetings@ametsoc.org or Confex if you're having technical difficulties.
   - For GoToWebinar specific questions, visit GoToWebinar Help.

For Networking Sessions: GoToMeeting Tips:

1. Download GoToMeeting: [https://support.goto.com/meeting/help/download-now-g2m010002](https://support.goto.com/meeting/help/download-now-g2m010002).
2. Familiarize yourself with GoToMeeting here: Video: GoToMeeting In-session features.
3. For the best experience in GoToMeeting:
   - Mute your microphone when not speaking.
   - Use “Everyone” View when socializing.
   - Use “Who’s Talking” View all other times.
   - Use the chat panel to ask a content question or to connect with your fellow attendees.
   - Practice screen sharing, muting/un-muting (yourself and others), disabling/enabling video, and use of the chat function. We highly recommend that you practice screensharing etc. before joining your first Networking Session. Many users need to adjust their system preferences and then log back into GoToMeeting the first time they try to use these features.
   - Email meetings@ametsoc.org or Confex if you’re having technical difficulties.
   - For GoToMeeting specific help, visit GoToMeeting Help.

**Why not use Zoom?**

We certainly understand that many participants have familiarity with Zoom and prefer this platform to others. Unfortunately some government entities are prohibiting the use of Zoom, where GoToWebinar and GoToMeeting offers an all-inclusive experience for the AMS community. It’s important to familiarize yourself with the GoToWebinar and GoToMeeting and trust that it will be a seamless transition with some preparation.

**What happens if there are technical issues during a session?**
We will have technical support available during the event, please email Meetings or Confex if you have any technical difficulties.

If you are wondering how to get help during the conference, we have several options:

- Email ams@confex.com with technical questions
- Email meetings@ametsoc.org with general conference questions or feedback.

**What equipment will I need to participate in the symposium as an attendee?**

To view presentations and take part in a session, you will need a computer, smartphone or tablet. For interaction and engagement purposes, it is beneficial to have webcam capability. Additionally, we recommend using earbuds with a microphone to minimize background noise.

**How do I familiarize myself with the virtual platform prior to the meeting?**

We will be running an attendee practice session one week prior to the meeting. Please be on the lookout for an email inviting you to this practice session.

**What if I cannot get into sessions? Whom do I contact?**

If you are struggling to get into a session, email meetings@ametsoc.org. The AMS Meetings department will be monitoring the sessions and are here to answer any questions.

**Still have a question? Please reach out to the AMS Meetings Department at meetings@ametsoc.org.**