

## Publicity, Website, IT Department Report January 14/15, 2020

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We have 204 sessions (Live: 149 Pre-recorded: 55) booked in total as of today and potentially 20 more ATA workshops will be booked. 3 of the 204 sessions are Webinars. Of the 149 live sessions, 104 are being recorded and available until Monday and 45 are only available once.

Zoom help desk will be available in Sched for both days of convention and on Wednesday afternoon. It will show as a session on Wednesday and at the beginning of the day for Thursday and for Friday. The links will also be on [www.pdtca.org](http://www.pdtca.org) on the home page in case you can't get into Sched for some reason and need help.

In the description speakers may list any supplies you should have available for the session so teachers must read the description carefully ahead of time this year. For sessions that have a participant fee, it is for materials you order from the speaker. You do not have to pay unless you are ordering these. Some speakers are giving a choice of buying from them or collecting your own and bringing them to the session.

It is imperative this year to check the handouts and have them downloaded on your computer for a particular session, if you get a chance. For example, the speaker may have a pdf with Youtube links for you to click on and view during the presentation or some instructions to follow during the presentation. This can apply to both live and recorded sessions. Speakers are trying to make the sessions interactive if possible.

If a session has limited capacity, the moderator will only let in the participants who are eligible. The speaker will have a list of the names. So far, I only know of one session with this particular requirement.

The yellow button in Sched will start the Zoom Meeting. Pre-recorded videos in Sched will be set so they can't be played until 10 minutes before the start time and then will be available anytime after that until Monday morning. All live recordings and all pre-recorded sessions will be removed from Sched on the Monday after convention.

Title Code:

! Available once – may be recorded or live

\* Live but will be recorded.

\*\* Pre-recorded session or a live session that now has the recording posted.

**ZOOM TESTING LINK:**

**Test your ability to connect before convention starts. Zoom offers for people to test their**

devices to see if they can connect. Click <https://zoom.us/test> to get to the test site you can join from. Once there click on the Join button and follow what happens on the screen.

I have a moderator and board information link under INFO & FAQ on the website and I am trying to add to it when questions are asked. There is also delegate information under DELEGATES and presenter information under PRESENTERS on the website. If you think of something that should go on those information links, please email me and I will add it in those locations. If you have questions from your teachers please do not hesitate to email me. I can usually give you a very helpful response. Sometimes phoning is faster. Home phone 403-628-2350 Cell 403-627-7415.