Virtual Conference Platform

▶ Accessible in your web browser at mla24.org or by downloading the app from the Apple App or Google Play store.

▶ Login with your Email Address and Registration ID

MLA 2024 CONVENTION

Login below using the email address you registered with and your registration confirmation number (located in your registration confirmation email).

Email Address

Registration ID

Sign In

Forgot Registration ID?

How to Join a Session

▶ "Join Now" buttons will display below each session title starting 20 minutes before the session start time

Responsibilities: Presiders & Speakers

- Join the session **20 minutes early**

- Check audio & video quality

- Practice screen sharing

Responsibilities: Speakers

- Share your screen and advance through your slides during your presentation

- Respond to audience questions and participate in discussion

Responsibilities: Presiders

When you join the Zoom meeting, the tech will make you co-host which will give you additional Zoom controls.

Before the Session

- Manage the Waiting Room
  - Admit speakers in from waiting room early without letting everyone in
  - Admit attendees in from the waiting room when it's time to start the session, and turn off waiting room
- Spotlight the speakers and yourself
- Practice playing prerecorded presentations
- Review options for engagement (chat vs hand raise vs unmuting)
- If you feel you need assistance presiding, you may request that the tech make one of the speakers a co-host to help

During the Session

- Review options for engagement (chat vs hand raise vs unmuting)
- Bring attention to the transcript feature
- Introduce each speaker
- Facilitate Discussion
  - Monitor the chat for questions to pose to the speaker so that they may answer them live
  - Invite the attendees to use the raise hand option
  - Invite attendees to unmute themselves and ask questions
- Keep track of time & end on schedule!
  - Closing statement thanking speakers