

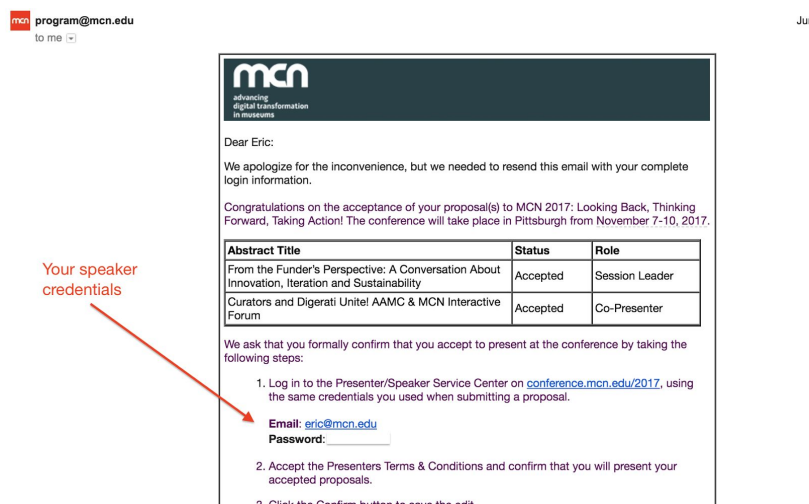
## MCN 2017 SPEAKER REGISTRATION INSTRUCTIONS

This year, MCN offers two distinct registration forms: one for regular attendees (they can register by clicking on the REGISTER tab on the main navigation), and another one for Speakers ONLY.

Speakers need to register through the [Speaker Login](#) to access their own registration form where their speaker status will be verified against the presenter database and their \$50 speaker discount will be automatically applied to their registration.

If you're a speaker, follow these steps to register for MCN 2017:

**STEP 1** – Locate your speaker credentials in an June 15, 2017 email sent from [program@mcn.edu](mailto:program@mcn.edu) with Subject line: MCN 2017 – Proposal Update.



mcn program@mcn.edu  
to me

Dear Eric:

We apologize for the inconvenience, but we needed to resend this email with your complete login information.

Congratulations on the acceptance of your proposal(s) to MCN 2017: Looking Back, Thinking Forward, Taking Action! The conference will take place in Pittsburgh from November 7-10, 2017.

Abstract Title	Status	Role
From the Funder's Perspective: A Conversation About Innovation, Iteration and Sustainability	Accepted	Session Leader
Curators and Digerati Unite! AAMC & MCN Interactive Forum	Accepted	Co-Presenter

We ask that you formally confirm that you accept to present at the conference by taking the following steps:

1. Log in to the Presenter/Speaker Service Center on [conference.mcn.edu/2017](https://conference.mcn.edu/2017), using the same credentials you used when submitting a proposal.  
**Email:** [eric@mcn.edu](mailto:eric@mcn.edu)  
**Password:** \_\_\_\_\_
2. Accept the Presenters Terms & Conditions and confirm that you will present your accepted proposals.
3. Click the Confirm button to save the edit.

**STEP 2** – Go to the MCN Conference Registration Portal: <https://conference.mcn.edu/2017/about.cfm>

**STEP 3** – Click on the Login tab on the main navigation; select Speaker Login from the dropdown menu



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**STEP 4** – Enter your speaker credentials

## Speaker Login

Log in here to:

- Update Biographical Information
- Register for the Conference
- Update Profile
- Upload Photo
- Upload Handout
- Request AV

Email

Password

[Login](#)

[Forgot Password?](#)

Enter your speaker credentials

**STEP 5** – You will land on the Welcome page of your Speaker section where your sessions are shown as follows. At the bottom of that page, you will see in LARGE CAPS: **CLICK HERE TO REGISTER AS A SPEAKER**, click on that.



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## Welcome

Welcome Eric!

Thank you for accepting to present at MCN2017. This confirms your acceptance.

Below is your session information. If you are speaking in more than one session, all be listed below. Please review. Once assigned, session room locations will be available here as well as on the conference schedule web page.

To view your co-speakers, please click on the session title below. A new window will open with your co-speakers' information.

SESSION CODE	SESSION TITLE	DATE	TIME	ROLE
2024	<a href="#">From the Funder's Perspective: A Conversation About Innovation, Iteration and Sustainability</a>	November 9, 2017	10:00 AM - 11:00 AM	Session Leader
2038	<a href="#">Curators and Digerati Unite! AAMC &amp; MCN Interactive Forum</a>	November 10, 2017	11:30 AM - 12:30 PM	Co-Presenter

Please plan for 16:9 aspect ratio for slide decks.

Here is the [MCN 2016 slide deck template](#)

Under the Service Center tab (top navigation bar) you will find other links:

[Speaker Profile Edit](#) - Edit your address information.

[Session Edit](#) - Edit/update session information.

[Upload Handout](#) - Upload the latest version of your accepted proposal for attendees to access.

Click on REGISTER

[CLICK HERE TO REGISTER AS A SPEAKER](#)

**STEP 6** – This will take you to the Speaker Registration page where you can click on Start at the bottom to start registering.

## Speaker Registration

Welcome

**THIS REGISTRATION PAGE IS RESERVED ONLY TO SPEAKERS**

REGULAR ATTENDEES, GO TO [REGISTER](#) ON THE SITE MENU.

### MCN2017 REGISTRATION FEES

	Early Bird	Standard	Onsite