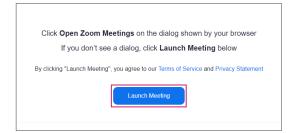


Quick Reference Guide — Presenters How to Livestream Your Session

With Conference Tracker, it's easy to stream your virtual session to attendees! Just follow these simple steps. We recommend that you start this process about 15 minutes before you expect attendees to arrive, and familiarize yourself in advance.

Note: You should confirm with your conference host that the conference's Zoom account is correctly configured for streaming with CT before following these steps. If you will be using your own Zoom account, click this link and follow "Step 1: Configure Your Zoom Account."



Step 1

Open your Zoom client, log in, and start your meeting.



Step 2

In the Zoom meeting, navigate to your toolbar. Click "More," and then click "Live Custom Streaming Service." A new page or tab will appear in your browser, which you'll come back to in step 4.



Step 3

Open your Conference Tracker account in a new browser page or tab. From there, click "Conference," and then "Sessions." Find your session and click the three dots to the right, then click "Start Streaming."



Step 4

On the next page, click "Start Channel." Refresh the page, then click on the Streaming URL to copy it to your clipboard and paste it into the Zoom page from Step 2. Do the same with the Streaming Key. The Zoom page will also ask for a Live Streaming Page URL, and in that field, type "http://conftrac.com." You may also be asked to re-enter your Zoom credentials.



Step 5

Click "Go Live!" Congratulations, you're now streaming your session with Conference Tracker!

