



2020 ACMA National Virtual Conference Frequently Asked Questions

Registration

Question: I was already registered for the live conference in Chicago. How do I register for the virtual conference?

Answer: ACMA will handle the transfer, and your payments will transfer to the virtual conference. There is nothing additional that you need to do other than provide contact information to the virtual platform upon your first log-in.

Question: I was not a previously registered exhibitor but want to participate in the virtual conference. When and where can I register?

Answer: ACMA will provide a link to registration once it is available.

Question: When will the show go live?

Answer: Summer of 2020. We will follow up with the exact start date once that information is available.

Question: Can exhibitors receive a demo of the virtual conference platform?

Answer: Yes, we plan to have a demo available soon.

Exhibitor Portal

Question: How will the booth locations be decided?

Answer: Exhibitors cannot select the booth location but can select a booth design.

Question: When will the exhibitor portal be open to upload collateral, add videos and configure booths?

Answer: We do not have a definitive date just yet. Our goal is to provide access by June 15th, but we will communicate with you as additional information becomes available.

Question: When will the deliverables within the exhibitor portal be due?

Answer: Two to three weeks prior to the event launch, we will conduct training on how to customize your booth. All deliverables will be due at the time the event goes live.

Question: Are there restrictions on customization of my exhibit booth?

Answer: There is no maximum number of images, documents, videos or offers than can be provided. However, individual images and documents cannot exceed 5mb. Images must be jpg and documents must be Word or pdf. Videos must be housed on YouTube but will be viewed from within the virtual platform.

Question: When will exhibitors receive lead reports?

Answer: Lead reports are received in real-time. Exhibitors can pull the leads daily.

Question: Can exhibitor-presented content be eligible for CE/CME credit?

Answer: Exhibitors may not upload full presentations into their booth. Instead, they can upload products/sales demo videos. If an exhibitor wants to host a presentation, they need to work with ACMA in advance. Any CME/CE presentations can be included if available. If the exhibitor has presentations without CE/CME, it will be included with ACMA sessions for added exposure.

Question: How do the live networking events work?

Answer: We are working to confirm speakers, and we will publish a schedule of when those events will occur. ACMA will promote to all 9,000+ members, and we will ask exhibitors to promote through their channels. We recommend that each exhibiting company have one booth rep for each live event. ACMA will do this once a month. Exhibitors can hold their own live events that are separate from ACMA events; however, it is the exhibitor's responsibility to promote those live events to drive traffic.

Other

Question: For the swag bag inclusion, is there a minimum quantity of swag that must be provided?

Answer: ACMA requires a minimum of 5 participating companies. Once we have those committed, pricing will depend on size and quantity of the items included. If you are interested in this opportunity, send us a sample so we can calculate the cost.

Question: When is the ad for the *Collaborative Case Management* journal due?

Answer: The agreement is due by May 22. The content will be due on May 29.