

# ATTENDEE USER GUIDE

How to Use the Online Meeting Platform

current version as of November 15

## 2022 MIDYEAR MEETING

IADC's 2022 Midyear Meeting will utilize an online meeting platform which will host meeting content and information for registered in-person and virtual attendees. This dynamic tool will allow you to easily navigate all the available offerings.

You are able to search and browse the full meeting schedule and can view sessions in a variety of ways (see page 9). As a registered attendee logged into the platform, you can even favorite sessions to create your own schedule.

The screenshot displays the website for the 2022 Midyear Meeting. At the top, it features the IADC logo and the text "2022 MIDYEAR MEETING FEBRUARY 19 - 24" and "JW MARRIOTT CAMELBACK INN | SCOTTSDALE, ARIZONA USA". Below this is a navigation menu with options like "Registration", "Schedule", "On Demand", "My Schedule", "Participants", and "Frequently Asked Questions". The main content area includes a "NEED TO REGISTER?" section, a "FULL SCHEDULE" section, a "Foundation Forum" section, a "HOTEL and GENERAL MEETING INFORMATION" section, and a "SOCIAL/NETWORKING EVENTS and ACTIVITIES" section. There are also links for "SEE WHO'S COMING", "ATTENDEE USER GUIDE", and "FREQUENTLY ASKED QUESTIONS".



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## HOW DO I USE THE ONLINE MEETING PLATFORM?

The platform has key features to make planning your meeting experience easier. This Attendee User Guide will walk you through the following:

|   |    |
|---|----|
| Logging Into the Platform.....  | 3  |
| Tips on Creating Your Conference Profile.....   | 5  |
| Browsing the Meeting Schedule.....  | 8  |
| Connecting with Fellow Meeting Attendees.....   | 10 |
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| Downloading Calendar Appointments ( <i>Virtual Midyear Meeting Events Only</i> )..... | 13 |

## FAQ

Visit the [Frequently Asked Questions](#) page on the online meeting platform for more information on:

- Content Access
- Troubleshooting Technology
- Continuing Legal Education Credits
- Programming and Participation
- Networking



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## IMPORTANT TIP

For the best user experience, we recommend you use Google Chrome when accessing the online meeting platform.

## LOGGING IN

To make the most of your meeting experience, we suggest logging in soon after registering to familiarize yourself with the platform. To access the platform's full features, you must first register for the meeting.

Please note: You will be using your IADC website username and password to register for the meeting and to access the online meeting platform. If you need assistance with your login details, email [info@iadclaw.org](mailto:info@iadclaw.org) or call the IADC office at +1.312.368.1494.



We recommend bookmarking the online meeting platform URL so it is easily accessible to you at all times.

[www.eventscribe.net/2022/MYM/index.asp](http://www.eventscribe.net/2022/MYM/index.asp)

How do I bookmark a web page?

1. Open Google Chrome. (Google Chrome is the recommended web browser.)
2. Copy and paste the meeting platform URL and hit enter.
3. Once the page loads, click on the star icon in the top right of the browser window.
4. Name the bookmark and click Done.
5. In the future when you open Google Chrome, you can select the online meeting platform from your bookmark bar.



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After registering for the meeting and selecting “Login” in the upper right corner of the platform, one of two things will happen:

1. You will be brought to a login screen where you will enter your IADC website username and password to enter the site; or
2. You may be auto-logged into the meeting platform if you are currently logged into the IADC website due to integration with our membership database.

If you do need to log in, simply enter your IADC website username and password.



### Log Into IADC Cadmium

*Enter your IADC website login credentials below.*

**Username**

**Password**

Login

[Forgot your password?](#)

[Forgot your username?](#)

After logging in for the first time, a privacy policy will appear. Please review, give consent, and click the “Continue” button.

Please note: If you participated in a previous meeting that utilized the online meeting platform and have already provided consent, you will not have to do that again.



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## TIPS ON CREATING YOUR CONFERENCE PROFILE

After giving consent to the privacy policy, you will be prompted to create your conference profile.

Each screen will prompt you to enter information -- profile, photo, ribbons, and networking. While a photo and brief bio are not required, we *strongly* encourage you to add these to your profile. Doing so increases your visibility and allows you to connect with attendees on a personal and professional level.

Please note: Information from your IADC member profile will be imported into your conference profile on the platform. You will, however, need to upload a photo and add information to any empty fields. Edits made to your conference profile within the platform will not reflect back to your IADC member profile.

**Profile** Photo Ribbons Networking Save and Continue

**Name**

Ashley \*  
M.I.  
Hatfield \*  
Suffix | ▾  
She/Her

**Professional Information**

Credentials  
Director of Communications  
IADC \*  
Biography

**Contact Details**

Chicago \*  
Illinois \*  
60618  
United States \*  
ahatfield@iadclaw.org \*  
Cell Phone  
Office Phone

**Social Media**

My Website URL  
My Blog URL  
linkedin.com/myHandle  
facebook.com/myHandle  
twitter.com/myHandle

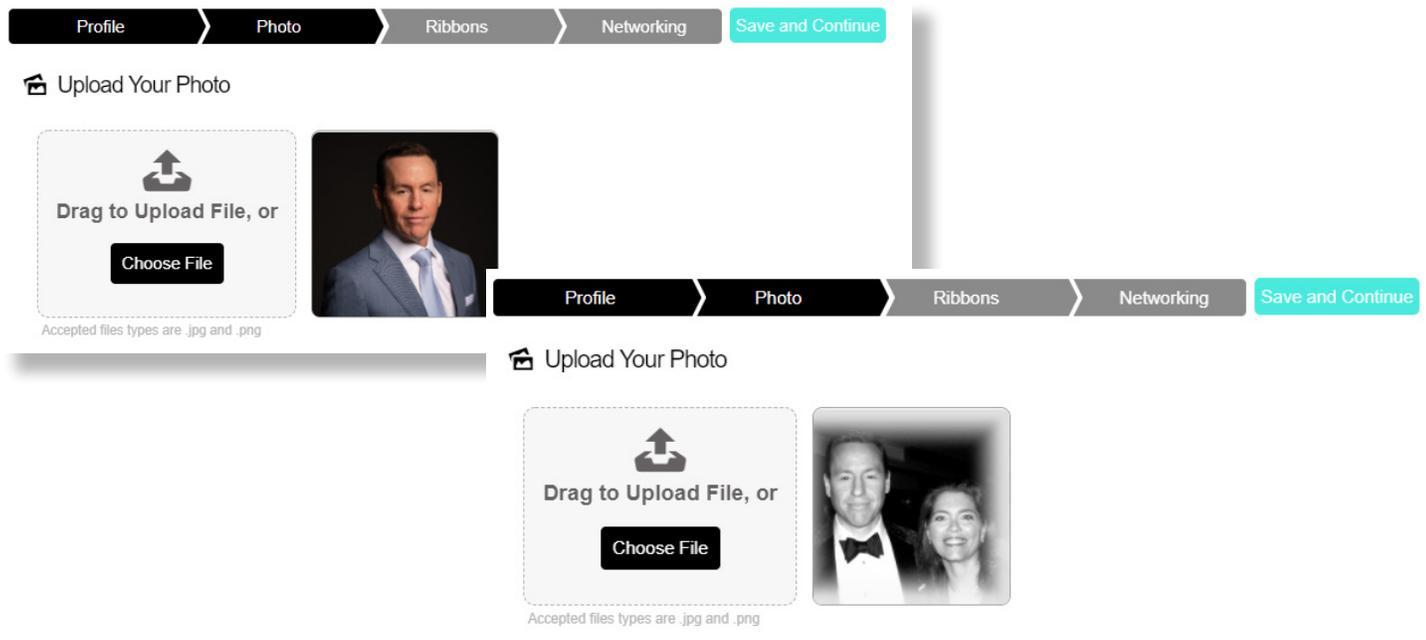
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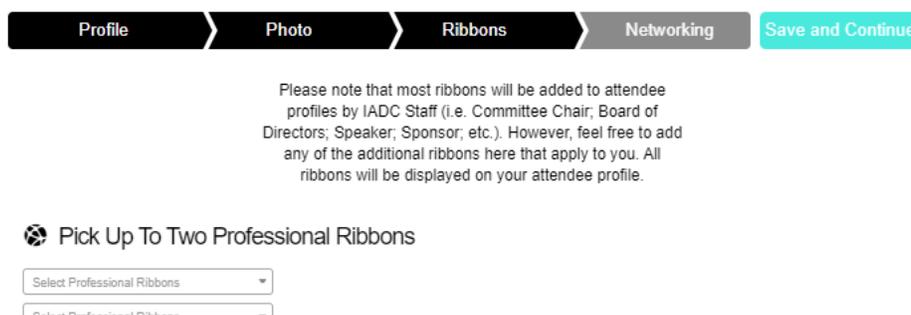
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## New!

If your spouse/significant other is attending the meeting with you, we encourage you to share their information with fellow attendees. You can upload a photo of you both together on the “photo” tab and can share their name, email address, and/or phone number if they are comfortable being contacted by other attendees/guests on the “networking” tab.



If you've been to an IADC meeting before, you are familiar with our meeting badge flair. We are bringing our ribbons to you online! Please note that most ribbons will be added to attendee profiles by IADC staff (i.e. In-Person Attendee; Virtual Attendee; Committee Chair; Speaker; etc.). However, feel free to add any of the additional ribbons that apply to you. All ribbons will be displayed on your attendee profile.



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In the Networking section you will review your privacy options, list your primary practice areas, and note your IADC Committee involvement. If you hold a position on a Committee (ex. Membership Committee, Vice Chair), please note that here as well. This is also where you can add spouse/significant other contact information if they are attending the meeting.

The screenshot shows the 'Networking' section of the profile page. At the top, there is a navigation bar with 'Profile', 'Photo', 'Ribbons', 'Networking', and 'Save and Finish'. The 'Networking' section is divided into two columns. The left column is titled 'Your Networking Options' and contains two toggleable options: 'Share your profile with attendees and sponsors?' and 'Share your favorites with other attendees?'. The right column is titled 'Additional Information' and contains three text input fields: 'If your spouse/significant other is attending the meeting, we encourage you to upload a photo of you both together.', 'If your spouse/significant other is attending the meeting, please list their name, email address, and/or phone number here (if they are comfortable being contacted by other attendees/guests).', and 'IADC Committee Involvement'. Below these is a 'Primary Practice Areas' section with a text input field.

To make edits or updates after completing your conference profile, select your name in the top-right corner of the screen and click "My Conference Profile."

The screenshot shows the top navigation bar of the IADC 2022 Midyear Meeting website. The header includes the IADC logo, the event title '2022 MIDYEAR MEETING FEBRUARY 19 - 24', and the location 'JW MARRIOTT CAMELBACK INN | SCOTTSDALE, ARIZONA USA'. Below the header is a navigation bar with 'Schedule', 'Registration', and 'Schedule' (with a right arrow). A search bar is present with the text 'Search for...' and a 'Search' button. The user's name 'Peter W.' is displayed in the top right. A dropdown menu is open, showing 'My Conference Profile' (circled in red) and 'My Experience'.



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## BROWSING THE MEETING SCHEDULE

This feature allows you to view the meeting schedule. Hover over "Schedule" to view all the options.

- Full Schedule: View the entire meeting schedule.
- In-Person Schedule: Displays sessions and events held onsite at the JW Marriott Camelback Inn.
- Virtual Schedule: Displays sessions and events held online during the Virtual Midyear Meeting (March 2 to 4).
- Committee Sponsors: Browse CLE programming by Committee sponsor.
- Date: Browse sessions and events by date.
- Speaker: View meeting speakers and see what programs they are participating in.
- On Demand: View CLE programming offered in an On Demand format.

The screenshot displays the website header for the 2022 Midyear Meeting, featuring the IADC logo and event details. The navigation menu on the left includes 'Registration', 'Schedule', 'On Demand', 'My Schedule', 'Participants', and 'Frequently Asked Questions'. The 'Schedule' option is circled in red, and its dropdown menu is also circled in red, listing 'Full Schedule', 'In-Person Schedule', 'Virtual Schedule', 'Browse by Committee Sponsors', 'Browse by Date', and 'Browse by Speaker'. The main content area shows a 'NEED TO REGISTER?' banner and a 'FULL SCHEDULE' section with a note that all times are in US Mountain Standard Time.

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Click on the title of any session to view the program description, speakers, CLE materials, and more.

|                             |  |
|-----------------------------|--|
|                             | <b>The FD CPA's Bona-Fide Error: In the Wake of Regulation F (Going Into Effect 11/30/21): Is It a Bona Fide Defense?</b>   |
|                             | <br>Avanti Bakane – Gordon, Rees, Scully, Mansukhani, LLP<br>Mary M. Curtin – Gordon, Rees, Scully, Mansukhani, LLP<br>Andrew M. Schwartz – Gordon, Rees, Scully, Mansukhani, LLP<br><b>Virtual</b> |
| 6:00 AM – 7:00 AM us<br>MST | <b>Morning Run</b> <br><b>In-Person</b>   |
| 7:00 AM – 9:00 AM us<br>MST | <b>Grab and Go CLE Breakfast</b>  <br><b>In-Person</b>  |
| 7:00 AM – 9:00 AM us<br>MST | <b>Meet and Greet Breakfast</b>  <br><b>In-Person</b>  |

★ Favorite  Facebook  Tweet  Print 

**Virtual**

## The FD CPA's Bona-Fide Error: In the Wake of Regulation F (Going Into Effect 11/30/21): Is It a Bona Fide Defense?

 Sunday, February 20, 2022



What is the bona-fide error defense (BFE)? How did Congress intend it to work? How are courts interpreting (or misinterpreting) it, and how is it being applied (or misapplied)?

We will discuss the leading circuit court of appeals cases showing the erosion of the defense – and a recent one that just may breathe new life into it. We will also explore how the new SCOTUS bench might rule on this issue.

We will illustrate these topics, discuss how the BFE is applied differently in factual vs. legal scenarios, discuss the intersection of ethical issues, and provide practical advice for two specific issues we are seeing frequently raised as the basis for FD CPA and other consumer protection claims:

- For claims that the legal basis for the collection lawsuit violates the FD CPA, we will look at cases turning on resolution of an

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## CONNECTING WITH FELLOW MEETING PARTICIPANTS

Only registered attendees have access to the participant list in the navigation menu. You may browse the participant list by attendees or speakers.

2022 MIDYEAR MEETING  
FEBRUARY 19 - 24  
JW MARRIOTT CAMELBACK INN | SCOTTSDALE, ARIZONA USA  
VIRTUAL MIDYEAR MEETING: MARCH 2 - 4

ENGAGEMENT - RELATIONSHIPS - REFERRALS

IADC  
SUPERIOR ADVOCATES. GLOBAL PERSPECTIVE.

Schedule

Registration

Schedule

On Demand

My Schedule

**Participants**

Frequently Asked Questions

Attendees

Speakers

NEED TO REGISTER?  
Attendees must first register for the meeting with the IADC in order to gain access to the full meeting site. Only registered attendees will be able to login to the site with their IADC username and password.

Message from the PLANNING TEAM

Home / Speakers

Speakers

Type here to filter the list

631 results found

Names Organization City State Country

All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

★

A

EA **Albright, Erik**  
Fox Rothschild LLP  
Greensboro, North Carolina, United States

★

**Aram, Ben**

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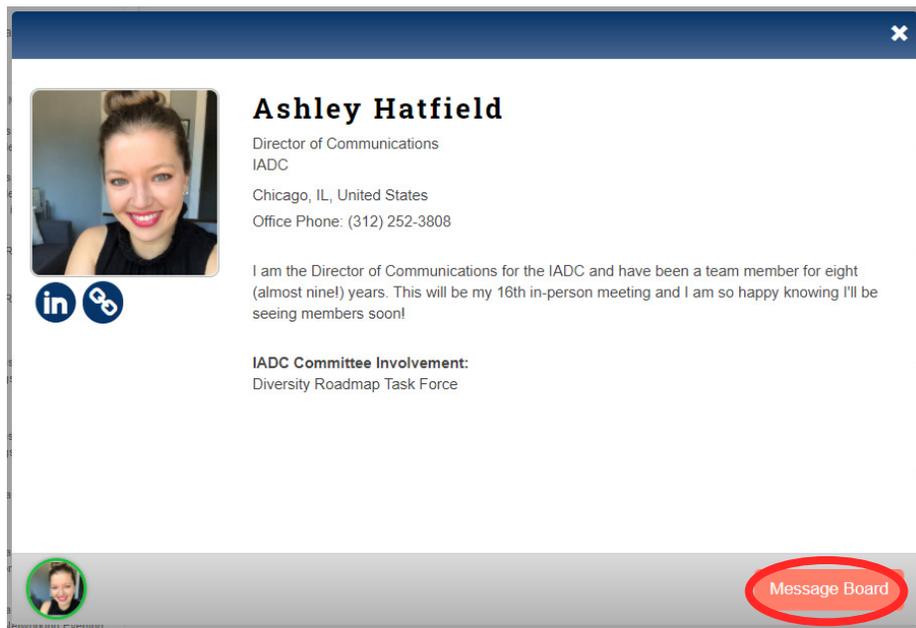
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When viewing the participant list, you can click on the name of the participant to view more about them.

If the participant is an attendee, you will see their conference profile. If the participant is a speaker, you will see their biography and the details of their presentation. You may reach out to meeting participants by clicking the "message board" button or "email" button when viewing their profile.

Attendee:



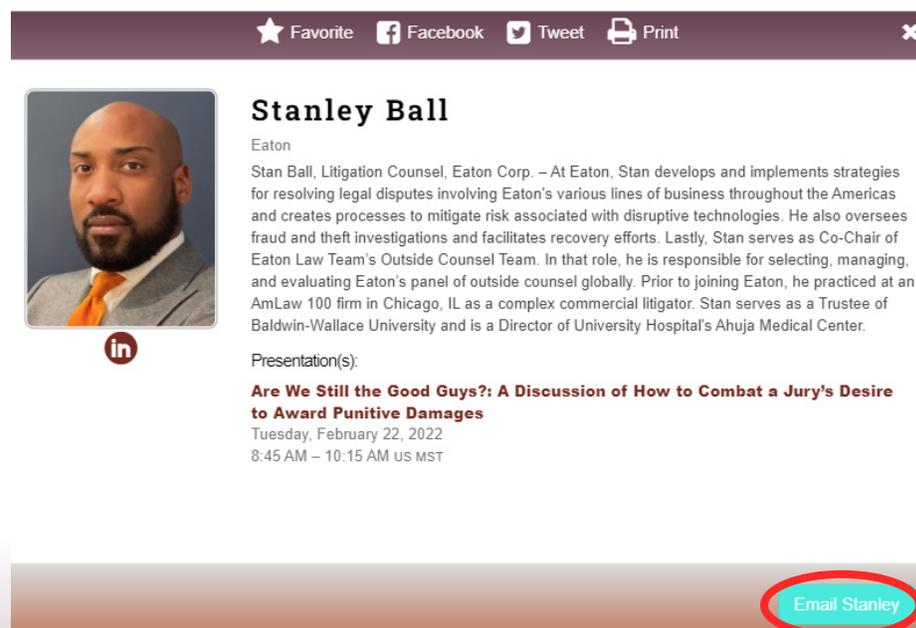
Ashley Hatfield  
Director of Communications  
IADC  
Chicago, IL, United States  
Office Phone: (312) 252-3808

I am the Director of Communications for the IADC and have been a team member for eight (almost nine!) years. This will be my 16th in-person meeting and I am so happy knowing I'll be seeing members soon!

**IADC Committee Involvement:**  
Diversity Roadmap Task Force

Message Board

Speaker:



Stanley Ball  
Eaton

Stan Ball, Litigation Counsel, Eaton Corp. – At Eaton, Stan develops and implements strategies for resolving legal disputes involving Eaton's various lines of business throughout the Americas and creates processes to mitigate risk associated with disruptive technologies. He also oversees fraud and theft investigations and facilitates recovery efforts. Lastly, Stan serves as Co-Chair of Eaton Law Team's Outside Counsel Team. In that role, he is responsible for selecting, managing, and evaluating Eaton's panel of outside counsel globally. Prior to joining Eaton, he practiced at an AmLaw 100 firm in Chicago, IL as a complex commercial litigator. Stan serves as a Trustee of Baldwin-Wallace University and is a Director of University Hospital's Ahuja Medical Center.

**Presentation(s):**  
**Are We Still the Good Guys?: A Discussion of How to Combat a Jury's Desire to Award Punitive Damages**  
Tuesday, February 22, 2022  
8:45 AM – 10:15 AM US MST

Email Stanley

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## CREATE A PERSONALIZED SCHEDULE (LOGIN REQUIRED)

After you have registered for the meeting and logged into the platform, you can create a personalized schedule. To do this, view the schedule and favorite any session or event to add it to your "My Schedule" page. As a registered attendee, you have access to sessions and events regardless of whether or not you have favorited them.

To create your personalized schedule:

1. View the schedule.
2. To favorite a session or event, select the star which will turn yellow.
3. Any session or event with a yellow star is added to your "My Schedule" page.
4. "My Schedule" can be accessed from the left-hand navigation menu.

A screenshot of a session list. The list contains three items:

- 10:30 AM – 12:00 PM us MST: Retaining Diverse Talent - Practical Approaches When \$ Just Won't Cut It. Speaker: Jay Connolly – Baker McKenzie. Status: In-Person. Star icon: Yellow.
- 12:00 PM – 5:00 PM us MST: Friends and Family Golf Event (\$) - Consecutive Tee Times. Status: In-Person. Star icon: Grey.
- 12:15 PM – 4:45 PM us MST: 45 and Under Activity (\$). Status: In-Person. Star icon: Yellow.

A red oval highlights the star icons in the right-hand column of the list.

A screenshot of the "My Schedule" page. The left-hand navigation menu has "My Schedule" circled in red. The main content area is titled "My Plan Presentations" and shows "3 results found". A search bar is present with the text "Type here to filter the list". The results are for "Tuesday, February 22":

- 8:45 AM – 10:15 AM us MST: Are We Still the Good Guys?: A Discussion of How to Combat a Jury's Desire to Award Punitive Damages. Star icon: Yellow.
- 10:30 AM – 12:00 PM us MST: Retaining Diverse Talent - Practical Approaches When \$ Just Won't Cut It. Star icon: Yellow.
- 12:15 PM – 4:45 PM us MST: 45 and Under Activity (\$). Star icon: Yellow.

A red oval highlights the star icons in the right-hand column of the results list.



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## DOWNLOAD CALENDAR APPOINTMENTS

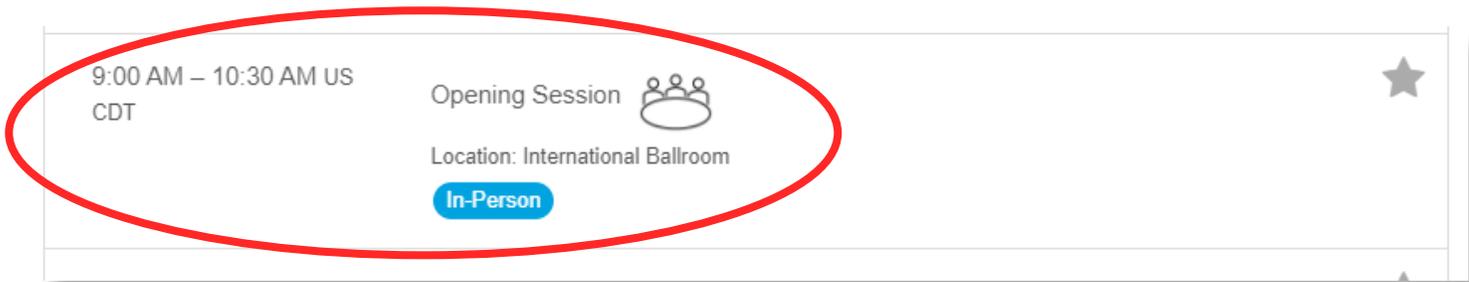
**Please note: Only Virtual Midyear Meeting sessions and events will have calendar appointments.**

To download calendar appointments for virtual sessions and events:

1. Click the title of any virtual session or event that you want to add to your personal calendar. This will open a pop-up window with session details.
2. Within the session's pop-up, click "Add This Event To Your Personal Calendar."
3. A calendar appointment will download and appear at the bottom of your browser. Click the download to open the appointment.
4. Within the calendar appointment, click "Save and Close." This session will now appear on your calendar.
5. Repeat for any virtual program you would like to save to your personal calendar.

See following screenshots for additional reference.

Each calendar appointment converts to your time zone with a 15 minute reminder. Direct links to the program, your "My Schedule" page, and the online meeting platform are also included.



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Location: Crystal Room

★ Favorite    ✉ Email    📘 Facebook    🐦 Tweet    🖨 Print    ✕

**In-Person**

## Opening Session

📅 Monday, August 16, 2021    ⌚ 9:00 AM – 10:30 AM US CDT    📍 Location: International Ballroom

👥

**ADD THIS EVENT TO YOUR PERSONAL CALENDAR**

We encourage you to attend this general session where a State of the Association will be presented and valuable meeting highlights and information will be shared with attendees.

CDT    Location: Crystal Room

★ Favorite    ✉ Email    📘 Facebook    🐦 Tweet    🖨 Print    ✕

**In-Person**

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[ADD THIS EVENT TO YOUR PERSONAL CALENDAR](#)

We encourage you to attend this general session where a State of the Association will be presented and valuable meeting highlights and information will be shared with attendees.

Location: International Ballroom

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📅 IADC\_2463\_LWLOMTEM\_7...ics    ^



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The screenshot shows the Outlook Appointment window for the 'Opening Session (IADC 2021 Annual Meeting)'. The ribbon includes 'Appointment', 'Scheduling Assistant', 'Insert', 'Format Text', 'Review', and 'Help'. The 'Appointment' ribbon has several groups: 'Actions' (Delete, Forward), 'Teams Meeting' (Teams Meeting), 'Meeting Notes' (Meeting Notes), 'Attendees' (Invite Attendees), 'Options' (Show As: Busy, Reminder: 15 minutes, Recurrence), 'Tags' (Private, High Importance, Low Importance), 'Voice' (Dictate), and 'Add-in' (Insights). The 'Save & Close' button in the Actions group is circled in red. The appointment details are as follows:

|            |   |          |                          |                                  |  |
|------------|---|----------|--------------------------|----------------------------------|--|
| Title      | Opening Session (IADC 2021 Annual Meeting)  |          |                          |                                  |  |
| Start time | Mon 8/16/2021   | 9:00 AM  | Central Time (US & Cana) | <input type="checkbox"/> All day | <input checked="" type="checkbox"/> Time zones |
| End time   | Mon 8/16/2021   | 10:30 AM | Central Time (US & Cana) | <a href="#">Make Recurring</a>   |  |
| Location   | <a href="https://www.eventscribe.net/2021/AM/index.asp?presTarget=1712959">https://www.eventscribe.net/2021/AM/index.asp?presTarget=1712959</a> |          |                          |                                  |  |

**IADC 2021 ANNUAL MEETING**  
For more information: <https://www.eventscribe.net/2021/AM/index.asp?presTarget=1712959>

The screenshot shows a calendar view for Monday, August 16, 2021. The time slots are listed from 5 AM to 10 AM. The 9 AM slot is highlighted in blue and circled in red, containing the following information:

|      |   |
|------|---|
| 9 AM | Opening Session (IADC 2021 Annual Meeting)<br><a href="https://www.eventscribe.net/2021/AM/index.asp?presTarget=1712959">https://www.eventscribe.net/2021/AM/index.asp?presTarget=1712959</a> |
|------|---|

STILL HAVE QUESTIONS?

Please email [info@iadclaw.org](mailto:info@iadclaw.org) or call the IADC office at +1.312.368.1494.

