



2021 HYBRID SC ENGINEERING CONFERENCE & TRADE SHOW



Comprehensive Instructional Packet

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Contact Information:

If you cannot find the information you need in this packet, please email sarah@jma-associations.com or allison@jma-associations.com.

First-Time Login Instructions:

To participate in the conference and receive credit for your completed PDH, ensure you have registered and paid for the conference.

1. You will receive an email to the address provided on the registration form.
Included will be a link that directs you to the conference platform.
2. **The email address provided on the registration form will be your username.**
Please set a password for your conference account. We will not have access to this information, so please keep track of your login.
3. To find the conference tracks, click on the icon in the upper left-hand corner (see image below).



- For general track information, go to the “General Track Information” help section at the bottom of this document.

****Please take some time to familiarize yourself with the platform before the conference.**

Any questions should be directed to sarah@jma-associations.com or allison@jma-associations.com.

How to Download the Zoom Computer Plug-In:

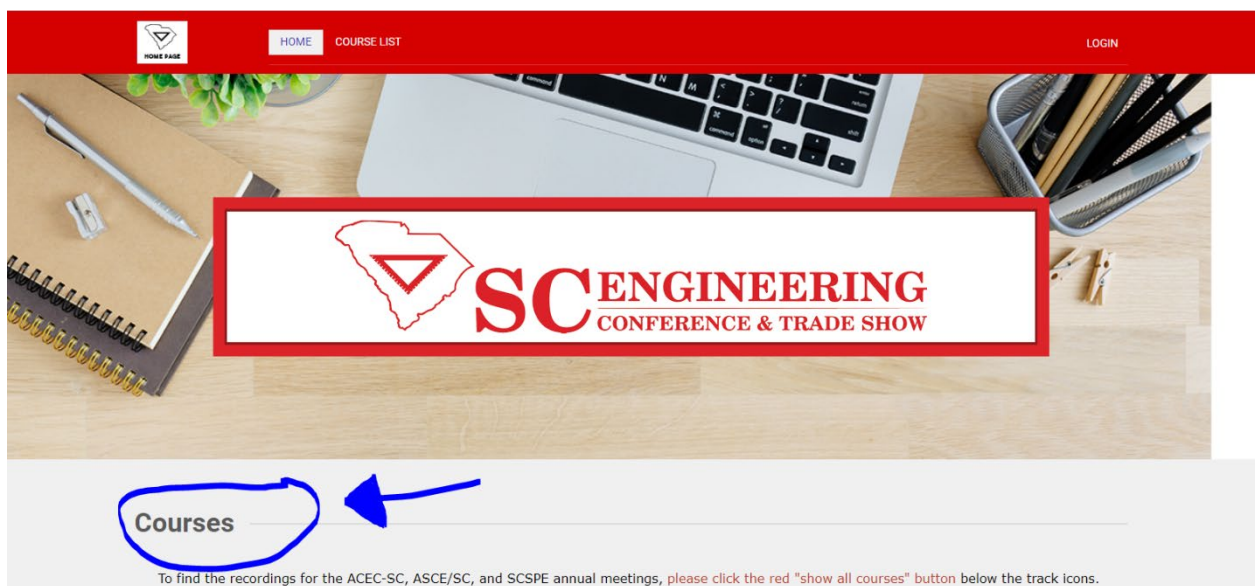
1. Click this hyperlink: zoom.us/download.
2. Choose the first download option, “Zoom Client for Meetings.”
3. Follow Zoom’s download instructions.

General Track Information:

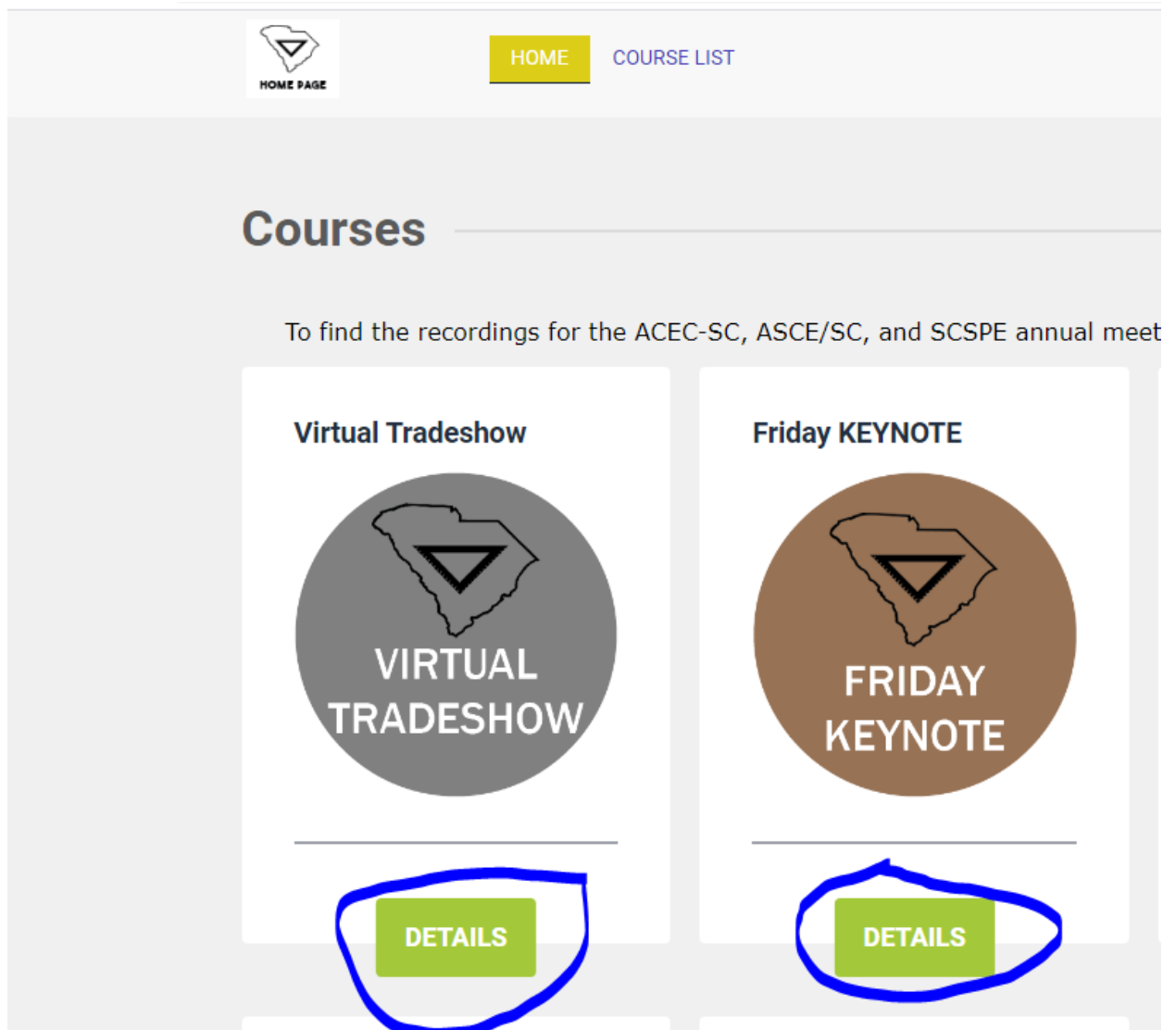
This is the homepage:



1. You can find the conference tracks on the homepage under the “Courses” section beneath the home banner.



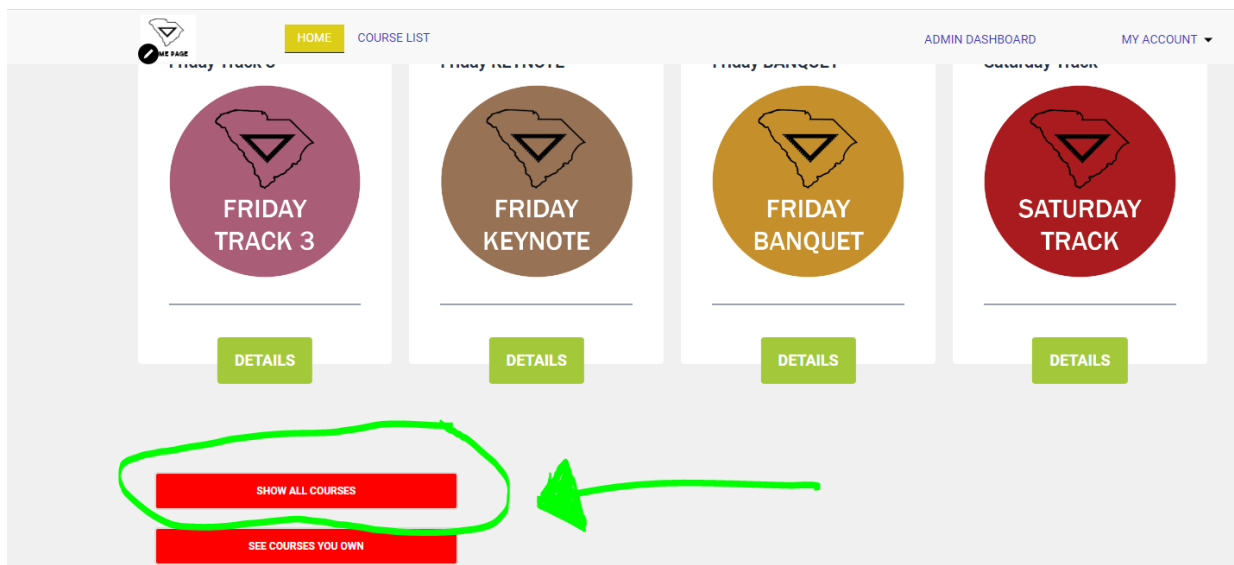
2. Choose your desired track by clicking on the green “DETAILS” button of the appropriate, corresponding track day:

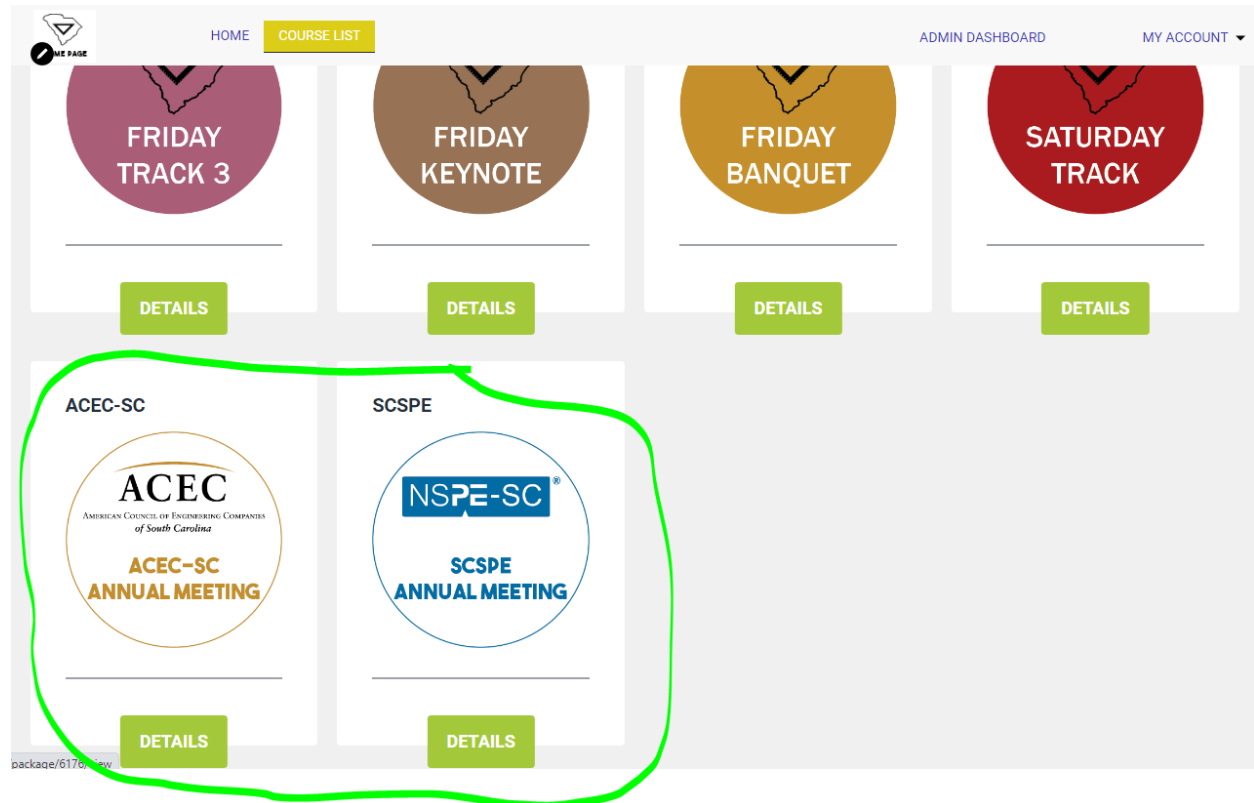


- A. Virtual Tradeshow (all days)
- B. Thursday Track
- C. Friday Track 1, Track 2, Track 3 / Friday Keynote / Friday Banquet
- D. Saturday Track
- E. ACEC-SC, ASCE/SC, and SCSPE Annual Meetings

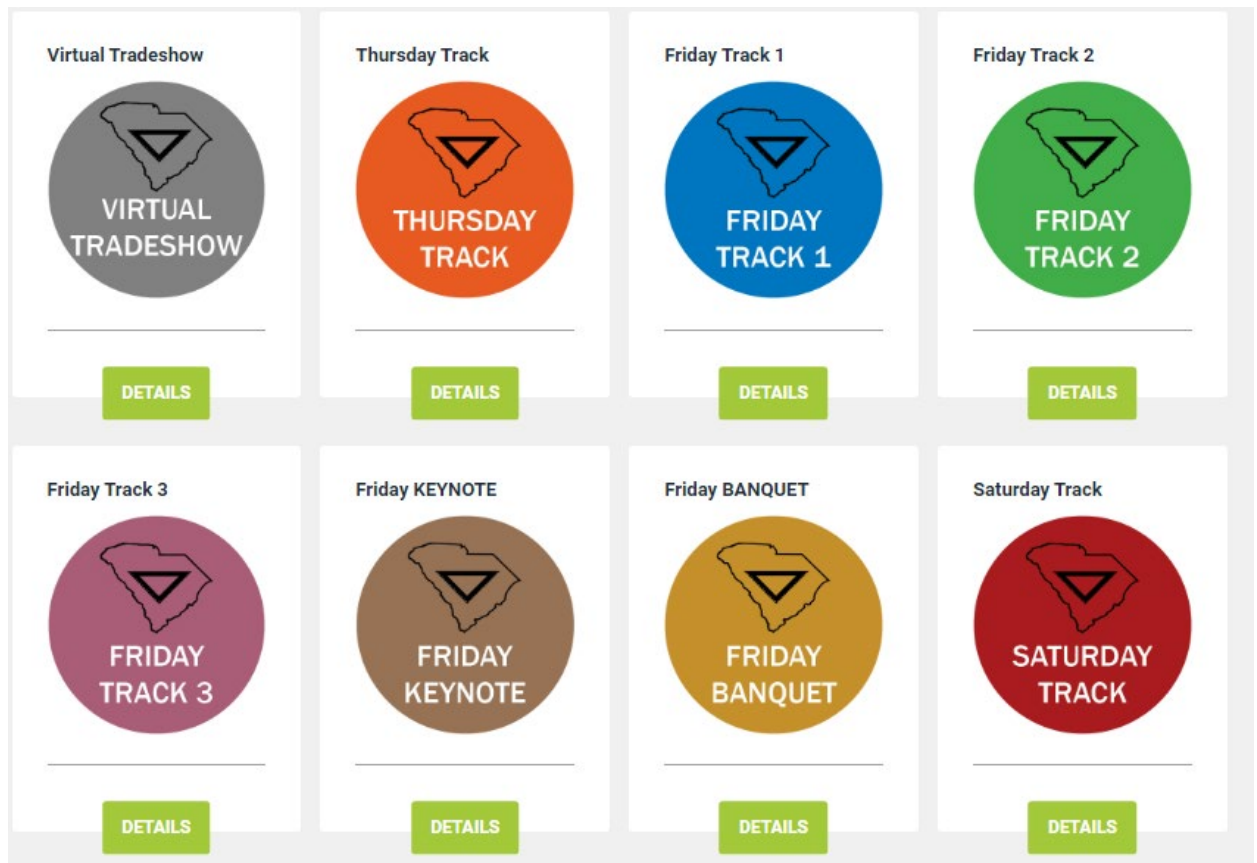
****You MAY switch between track subjects if you so desire throughout the day. However, you may not participate in two classes simultaneously if they are in separate tracks. If you wish to view the class at a later date, the videos will be available online starting no later than Monday, June 7 until Monday, June 23.**

- a. To find the icons for the annual meetings, hit the “show all courses” button beneath the track icons.





3. Once you have selected your desired track, pick the subject you want to take first by clicking the “details” button.



A. Then click the name of the track.



B. An itinerary will appear on your screen. Each will vary according to the classes the track has, but it will look like the below image:

VIRTUAL TRADE SHOW

THURSDAY GENERAL SESSION

Thursday General Session
8:00 AM - 9:50 AM : ACEC-SC Board and Annual Meeting
10:00 AM - 11:50 AM : SCSPE Board and Annual Meeting
10:00 AM - 11:50 AM : ASCE-SC Board and Annual Meeting
1:00 PM - 1:50 PM : SC State Board of Registration for Professional Engineers and Surveyors Update
2:00 PM - 2:50 PM : SCDHEC Update
3:00 PM - 3:50 PM : SCDOT Update
4:00 PM - 4:50 PM " Best Practices for Increasing Diversity in Your Organization

Course Details

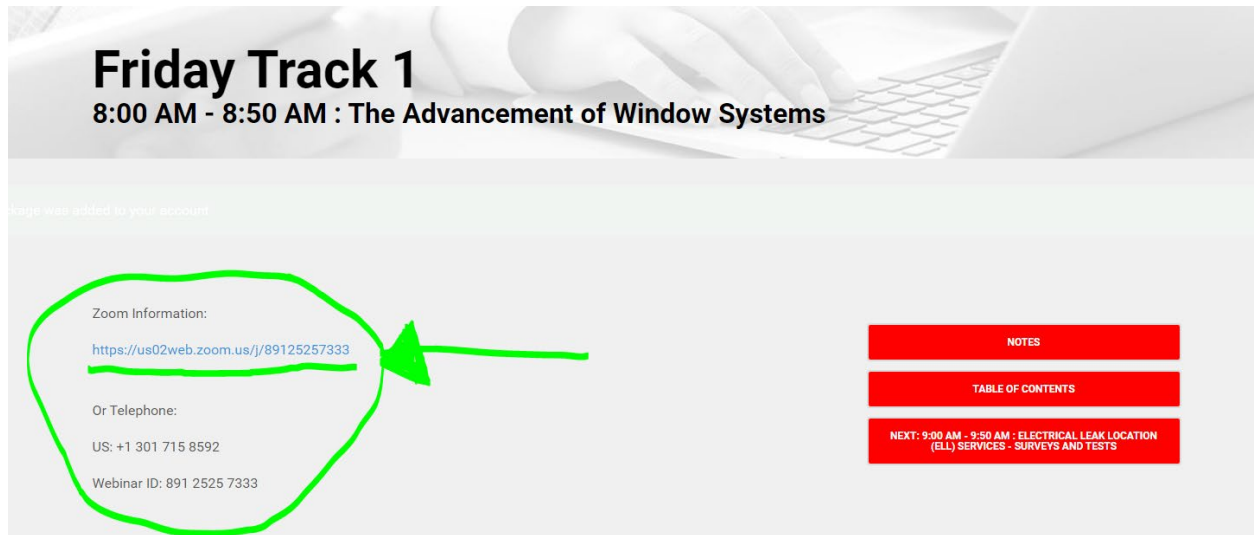
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****You MUST watch the entire video before you are allowed to take the assessment. Each completed assessment will earn you 1 PDH.**


4. Select the appropriate course. (The courses will vary by your selection; this is just an example). Please view the image below:

General/Business		07:25:00	↑
8:00-8:50 AM : "Coincidental Cost Curves - Litigation and New Product Development"	00:50:00		
Assessment			🔒
9:00-9:50 AM : "SCDOT Update"	00:50:00		
Assessment			🔒

5. To join the webinar, click the hyperlink **which is located in the same place for every course**.



- a. Only questions sent in the “chat” function will be answered by the speaker. While you are in the Zoom class, do **NOT** use the Q&A function and do **NOT** use the “raise hand” function.
- b. You are permitted to use background filters in the Zoom class, but any inappropriate misuse of this function will result in automatic dismissal from the course and you will **NOT** earn a PDH for the course in which the misconduct occurred.
6. After the Zoom meeting, **make sure you hit the back arrow on your browser**. Do **NOT** exit out of the screen or you will have to log-in to the conference webpage again on a new browser tab.
7. Hitting the back arrow will return you to the page displayed in step 6. On the right hand side of the screen, click the “NEXT ASSESSMENT” tab.



HOME COURSE LIST

MY ACCOUNT ▾

General/Business

8:00-8:50 AM : "Coincidental Cost Curves - Litigation and New Product Development"

Package was added to your account

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/88244191597>

Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 929 205 6099

....

Presenter: Jon Tirpak

In 2019 when reviewing cost curves for court cases AND new product development, it was noted that both processes, although designed for different domains, are remarkably similar. For both client driven processes information is "purchased" along the way, and pre-established decision points serve as Go/No

NOTES

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NEXT: ASSESSMENT

****You MUST watch the video ALL THE WAY THROUGH to be able to unlock the assessment.**

****If you do not finish the assessment completely and to the best of your ability, you will NOT receive your PDH for the course.**

8. Repeat steps 1-7 for each course you take.

FAQ's:

1. Where/when do I get PDH CERTIFICATES?
 - On Mondays, June 7, 14, 21, we will check to see who completed the assessments fully and to the best of their ability and begin processing the PDH. We will provide in-person registrants with a printed PDH, and virtual registrants will be e-mailed a digital PDH. **You will receive your PDH no later than June 25.**
2. Who will send the PDHs to me?
 - The SC Engineering Conference will e-mail your PDH to you. Please note the above chart for *estimated* PDH arrival time.
3. If, for some reason, I get dropped out of the session, what do I do?
 - If you are dropped from the session, please find the Zoom hyperlink located in the course description of the class from which you were dropped (**this information is available under “General Track Information”**) and rejoin the session. Also check your internet connection to ensure that your wi-fi did not drop.
4. Do I have to answer questions at the end of the session?
 - **YES!** This is imperative. At the end of each Zoom session/video, there is an assessment you **MUST** take to earn your PDH. The assessment will be locked until you have completed the Zoom session/video. You **MUST** answer these questions fully and to the best of your ability to earn the PDH.
5. Is there a telephone number I can call if my system goes down or I have other problems?

- Unfortunately, staff will be unavailable during the conference. If you send us an email, we will try our best to respond at our earliest availability.
6. May I go back and re-watch a session?
- Yes, you may. The live videos will be recorded and posted to the SC Engineering Conference platform (<https://jma.mclms.net/en/>). **All recordings will be available starting no later than Monday, June 7 at 12 noon.** You will have until Monday, June 23 to watch the videos and earn PDH.
7. Are there questions after the Keynote presentation?
- Yes. After each session, including the Keynote presentation, there will be an assessment you have to take to earn your PDH. Please see Question 4 for more details.
8. A) I already created my account, but I am having troubles logging in to my account. I just input my login information, and the website is taking a very long time to load.
- Please completely close out of the tab in which you have the platform open. Launch a new tab and go to the same URL (<https://jma.mclms.net/en/>). When the page loads, you should already be logged in to the platform under your account.
 - We are unsure why this happens, but we have reached out to the platform developers to alert them of the situation.

OR

B) I tried logging into my account and received an “ERROR 404” message.

- You **have** to hit the home button in the upper left-hand corner of the login page (see below image). This will direct you to where you need to be.
- We are unsure why this happens, but we have reached out to the platform developers to alert them of the situation.



9. What do I do if I have a question for the speaker during the class?

- Only questions sent in the “chat” function will be answered by the speaker. While you are in the Zoom class, do **NOT** use the Q&A function and do **NOT** use the “raise hand” function.
- A member of the SC Engineering team will be in each course at all times. At the end of the lecture, the team member will read the questions to the speaker.
- If time runs out before all questions are answered, you will be able to contact the speaker. We will have his/her information listed underneath the course description as seen in “General Track Information.”

10. I only paid for one day of the conference. How do I upgrade my registration to include multiple days?

- **You must contact the office at 803.771.4271 or email allison@jma-associations.com.** If you registered for one day, you may participate in multiple days for a total of 15 PDH. You will be charged the cost difference between a single day registration and a multiple-day registration.

****Don't see your question? E-mail sarah@jma-associations.com or allison@jma-associations.com.**