**Speaker Ready Room Admins:**

1. **Sign In and Access Room Information:**
   a. Visit the session room link: https://sessionroom.abstractsonline.com/10469/ (Replace "10469" with your Meeting ID).
   b. A list of rooms will appear. If an Access Key is required, proceed to step 2.
   c. Optionally, you can directly input the Location ID after the Meeting ID (e.g., 10469/35) to access a specific room.

2. **Retrieve Room Locations and Access Keys:**
   a. Log in using the cAdmin account.
   b. If set up, enter the Access Key (found in cAdmin at https://www.abstractsonline.com/cadmin > Sessions > Locations).
   c. Use the gear icon to check "Session Room Access Key" and "Name."



   d. Select all the locations.
   e. Click "Export" for a list of room locations along with their Access Keys.

3. **Prepare the Meeting Room PC:**
   a. Visit the session room link again https://sessionroom.abstractsonline.com/10469/ (replace "10469" with your Meeting ID).
   b. Click on a room.



   c. The room display will resemble cSlide.
   d. Save the room URL as the homepage for the meeting room PC.
   e. Click "Present."