

AHME Webinar Instructions and Access Link

TO: AHME Webinar Participants
EVENT: APE²: Transforming Your Annual Program Evaluation into an All-Inclusive Performance Event
DATE: Tuesday, August 9, 2022
TIME: 1:00-2:00 p.m. ET

Please save this email & other materials that will be needed for the webinar.

PRIOR TO SESSION:

1. The [presentation slides are available at this URL](#) in two different formats. It is recommended that you print or download them to your device prior to the start of the webinar so they are accessible in the event of technological difficulties.
2. We will be presenting the webinar on Zoom Meetings. You will be asked to enter your name and email address upon your first entry to the platform for this session. If you are using Zoom on your device for the first time, you may have a couple of extra steps to complete. Simply follow the prompts as they appear.
3. You do not need a webcam to participate. It is up to you whether you want to use your computer audio or your phone for sound.

SESSION ACCESS INFORMATION:

Join Zoom Meeting

[https://us06web.zoom.us/meeting/register/tZwvce2uqj4oG92JNKzEM5eADp3kyFOQs1SB](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tZwvce2uqj4oG92JNKzEM5eADp3kyFOQs1SB)

NOTE: Zoom has changed its procedures for security purposes.

After entering your information per #2 above, you will receive an email confirmation containing another link to join the meeting. Be sure you can receive that email message on the device you will be using.

ADDITIONAL INFORMATION/INSTRUCTIONS:

1. There are links to Zoom troubleshooting web pages on the materials link should you have any issues with the video or audio when you join.
2. Every effort has been made to ensure that only those who are paid registrants can attend, so please do not send the access information to anyone else. If we see that more people from your institution participated than there are registrations, you will receive an invoice.
3. Similarly, the slide presentation and the webinar broadcast are provided exclusively for the use of paid registrants and should not be shared. Reproducing, distributing, or transmitting any session materials or the live presentation to any other group or individual by any means requires express permission from AHME in advance.
4. The presentation will start promptly at 1:00 p.m. Eastern time. Please log in with enough advance time to make sure that everything with your system access is working properly.

Please contact AHME headquarters if you have questions.

Association for Hospital Medical Education

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