TO: Presenters for the Asset Pricing Program Meeting
FROM: Carl Beck
DATE: April 3, 2020
RE: Practice sessions for AP presenters on April 7

To ensure smooth functioning, we have scheduled practice zoom sessions next Tuesday, April 7, at 11am EDT and one at 4pm EDT. Only the presenter needs to attend and only one of the meetings.

The program for the meeting on April 10:
<http://conference.nber.org/sched/APs20>

Here are the meeting links for those already familiar with Zoom. Telephone numbers and additional details are at the end.

AP Program Meeting Practice I
Apr 7, 2020 11:00 AM Eastern Time (US and Canada)
Join Zoom Meeting: https://zoom.us/j/601957963
Meeting ID: 601 957 963

AP Program Meeting Practice II
Apr 7, 2020 4:00 PM Eastern Time (US and Canada)
Join Zoom Meeting: https://zoom.us/j/218782207
Meeting ID: 218 782 207

Please let me know a telephone number that will work during the meeting in case of problems. If you have any questions or need additional information please contact marc.a.fowler@gmail.com or 617 416 5642 or contact` me at 857-207-5704 or cbeck@nber.org

If you are new to Zoom meetings, here are instructions

NBER Zoom Requirements

Verifying the minimum requirements
- Zoom Desktop Client
- A high speed internet connection
- A laptop or computer with a microphone and speaker

Installing Zoom and entering a meeting

- Open a web browser on the laptop or computer you will use for your presentation and click on this link: <https://zoom.us/support/download>

- Zoom will begin downloading the appropriate file depending on the type of computer you have such as Apple and or Windows

- Once Zoom has been installed, open the Zoom Desktop client by either going to the dock on your Apple computer and or using the search function on your Windows computer

- Once Zoom is open you will be presented with two options, "join a meeting" or "sign in", select the "join meeting" option (note if you have a Zoom account, do not sign in)

- Please sign in (or rename yourself) with a 1A in front of your name, for example if your name is John Smith you will enter your name as; 1A - John Smith. This is not a Zoom requirement, but lets us find presenters more easily in a long list of participants.

- Leave all of the checkbox options unchecked

- You will see dialogue box that will ask you to join by computer audio

- If you are having computer audio problems please see the instructions below

- If you are having any other issues with this meeting please contact the NBER staff person at marc.a.fowler@gmail.com or 617 416 5642

Audio by telephone option:

- Audio is also available by telephone. Laptop microphones are adequate for a presentation, especially if the presenter faces the computer while speaking. Telephone audio is always an option. To join by telephone, select the phone call tab and dial into the conference using the dial-in telephone numbers

- You will see a dialogue that says "do you want to continue without audio," select "continue" and you will join the conference by telephone

Meeting Links:

Topic: AP Program Meeting Practice I
Time: Apr 7, 2020 11:00 AM Eastern Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/601957963

Meeting ID: 601 957 963

One tap mobile
+16465588656,,601957963# US (New York)
+13126266799,,601957963# US (Chicago)

Dial by your location
 +1 646 558 8656 US (New York)
 +1 312 626 6799 US (Chicago)
 +1 301 715 8592 US
 +1 346 248 7799 US (Houston)
 +1 669 900 9128 US (San Jose)
 +1 253 215 8782 US
Meeting ID: 601 957 963
Find your local number: <https://zoom.us/u/achFf47tyD>

Carl Beck is inviting you to a scheduled Zoom meeting.

Topic: AP Program Meeting Practice II
Time: Apr 7, 2020 4:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://zoom.us/j/218782207

Meeting ID: 218 782 207

One tap mobile
+16465588656,,218782207# US (New York)
+13126266799,,218782207# US (Chicago)

Dial by your location
 +1 646 558 8656 US (New York)
 +1 312 626 6799 US (Chicago)
 +1 301 715 8592 US
 +1 346 248 7799 US (Houston)
 +1 669 900 9128 US (San Jose)
 +1 253 215 8782 US
Meeting ID: 218 782 207
Find your local number: https://zoom.us/u/achFf47tyD