CUPA-2023 Speaker Training

Tim Snellings, CalCUPA Webmaster

January 30, 2024

26th California Unified Program Annual Training Conference
February 26-29, 2024

Steps For Successful InPerson Presentation

- Calcupa.org website information
- Speakers Information Page
- Slido/Poll Questions
- Recorded Sessions (35)

slido

Join at slido.com
#1349

ⓘ Start presenting to display the joining instructions on this slide.

slido

1. What is your favorite morning beverage?

ⓘ Start presenting to display the poll results on this slide.

slido

2. How many CUPA Conferences have you been a PRESENTER?

ⓘ Start presenting to display the poll results on this slide.

slido

3. What year did the USA first land a man on the moon?

ⓘ Start presenting to display the poll results on this slide.

slido

4. In a word or 2, describe how you feel right now...

ⓘ Start presenting to display the poll results on this slide.

Slido Introduction

- Quick demo to introduce you to the Slido tool
- Fun for engagement of audience
- Helps you to get to know your audience
- If being recorded, we will edit out all of the delays for people to answer questions

Calcupa.org website information

calcupa.org

CALIFORNIA CUPA FORUM

HOME ABOUT PROGRAMS TRAINING OTHER PROJECTS MEMBERS

Home

Our Conference Begins In 28D 11H 1M 23S

26th California Unified Program Annual Training Conference

THEME: People, Purpose & Passion: Our Pathway to Success!

Save the Dates for the 26th California Unified Program Annual Training Conference to be held February 26 thru 29, 2024 at the Hyatt Regency Burlingame, San Mateo County, 1333 Bayshore Highway, Burlingame, CA 94010, USA

Industry Free Session Sign Up Here

Conference Homepage | **Agenda Online** | **Agenda PDF**

Register & Pay | **Hotel Info**

Reasons to Attend the CUPA-2024 Annual Conference:

1. Gain access to an extensive selection of over 160 training sessions across 15 distinct Hazardous Materials (Haz Mat) Programs/Tracks.
2. Network with a diverse group of over 2,000 attendees, including CUPAs, PAs, industry professionals, students, and other government representatives.
3. Engage with over 50 Haz Mat industry experts at their exhibitor booths, offering valuable insights and information.
4. Connect with over 300 Haz Mat speakers and presenters, providing a unique opportunity to learn from industry leaders.
5. Exclusive Bonus: Registering for the 2024 CUPA Conference grants you access, until December 31, 2024, to our expanding catalog of online training courses—currently comprising 39 excellent courses—available through our Learning Management System. Earn REHS/ICC

calcupa.org/conference/index.html

CALIFORNIA CUPA FORUM

HOME ABOUT PROGRAMS TRAINING OTHER PROJECTS MEMBERS

Annual Training Conference

Training > Annual Conference

Where are my CEU Certficates? After you login, you must visit your **Course History** in your member profile to view/save/print your CEU Certificates. (NOTE: You must have completed your Session Attendance Check Ins/Outs, Session Evaluation and Conference Survey)

Search the CUPA Forum

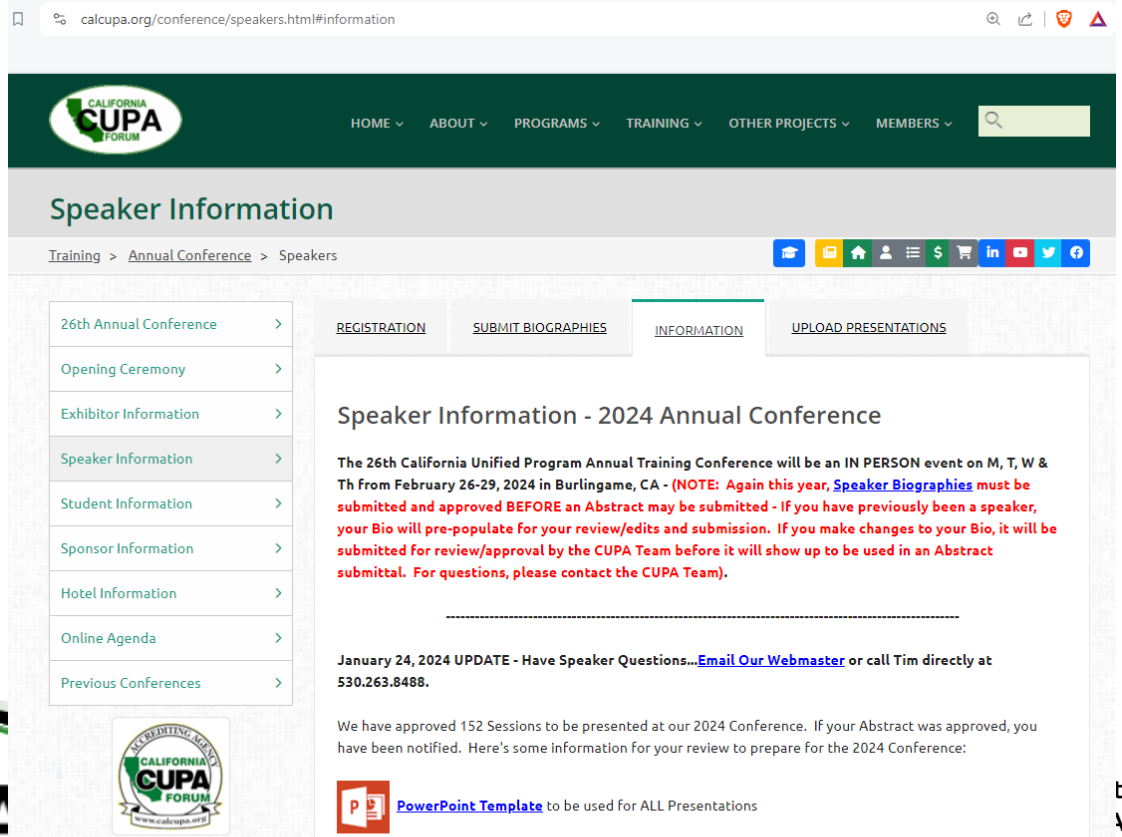
Industry Free Session Sign Up Here

- 26th Annual Conference
- Opening Ceremony
- Exhibitor Information
- Speaker Information
- Student Information
- Sponsor Information
- Hotel Information
- Online Agenda
- Previous Conferences

REGISTRATION | INFO/FORMS | VIDEO | SCHOLARSHIPS | SURVEY | Q/A

26th California Unified Program Annual Training Conference

Calcupa.org website information



Calcupa.org website information

- You are automatically registered for the day you are speaking
- Attend more days…need to register for more single days
- Make sure to select your lunch

Calcupa.org website information

- Use the CUPA-2023 PowerPoint Template for your Presentation

Session Title From Agenda

Speaker(s) Name(s), Title

Session Code (from Agenda, ex: TH-L/2)

Presentation Date

Slide Title

- Bullet 1
- Bullet 2
- Bullet 3
- Bullet 4

BREAK TIME!

Any Questions?

Name, Title, Agency/Business
Email Address
Phone Number

26th California Unified Program Annual Training Conference
February 26-29, 2024

Calcupa.org website information

- Where/When to upload your PDF presentation (ALL SESSIONS)
- Where/When to upload your PPT/PPTX Presentation (Recorded Only)

Poll 1

Calcupa.org website information

- Upload your Photo to your Profile…
- View your Session Roster in Advance to Gauge your Audience

Calcupa.org website information

- Upload your Photo to your Profile…
- View your Session Roster in Advance to Gauge your Audience

The Day of Your Presentation

- Arrive at least 1 hour early
- Check in at Speaker Registration
- Get your name badge, lunch ticket and speaker gift
- Find your Session Room
- Meet with the AV team in the back of the room
- Provide your PPT presentation on a thumb drive to AV
- Professional to load 15 minutes before your presentation
- Speaker Ready Room if needed

Speaker Emergency

- Speaker Emergency – If something comes up please let your Track Coordinator know or call/text the Conference Manager, Sheryl Baldwin Sheryl@calcupa.org at 530.363.0027 (cell).

- If you can't get a hold of Sheryl, you can contact me at webmaster@calcupa.org or 530.263.8488 (cell)

Other Resources For You

- Conference Coordinator/Board Member will introduce you
- Using Slido for Poll Questions into your Presentation?
- Adding a Video to your Presentation
- Adding a webpage link to your Presentation

Poll 2

Questions not related to Slido/Recording

- This is your chance to ask any questions you might have
- If no questions, you can leave the Zoom at this time unless you want to see Slido or stay for recorded Session discussion

Slido and Session Recording (LMS)

- Slido
- Session Recording (LMS Demo)

Slido (Our Live Polling Tool)

- Live audience polling
- Can be fun for you and the audience
- Takes some more advanced planning with your presentation and coordination with me

- What is the process?

Slido - What is the process?

- Email webmaster@calcupa.org and reserve a Slido spot on the Agenda (we have limited licenses)
- Prepare your Slido Questions/Answers in a separate Word Doc AND with a slide placeholder in your PPT
- Upload Word Doc and your PPT to the dropbox folder with your Session Name, etc. per Speakers Info page
- Arrive earlier on the day of your presentation to coordinate with the AV Team

Slido – QUESTIONS?

- Let's discuss, ask questions, and explore the use of Slido

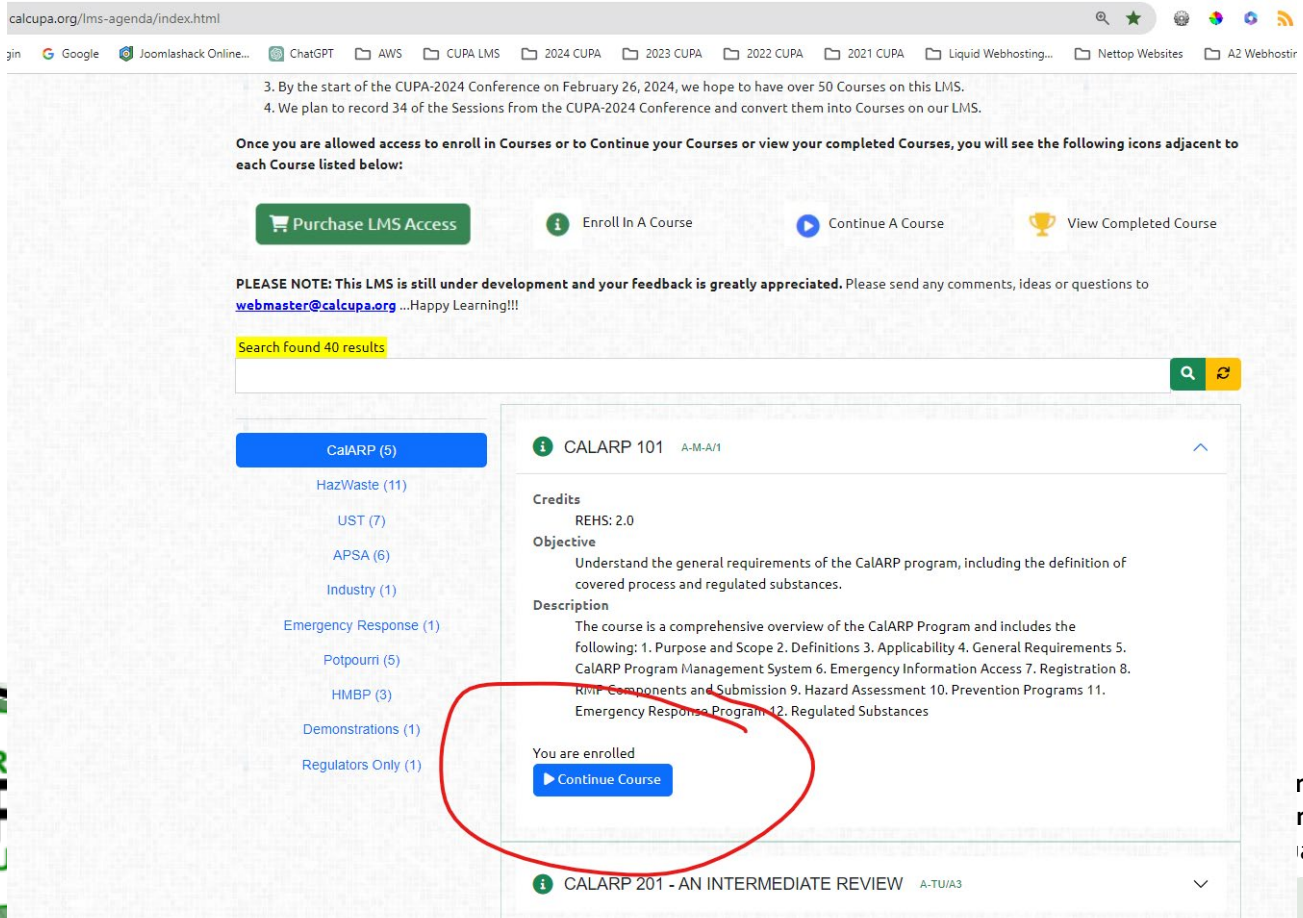
- When done with Questions, if your Session is not being recorded for the LMS, you can leave now

Session Recording For LMS

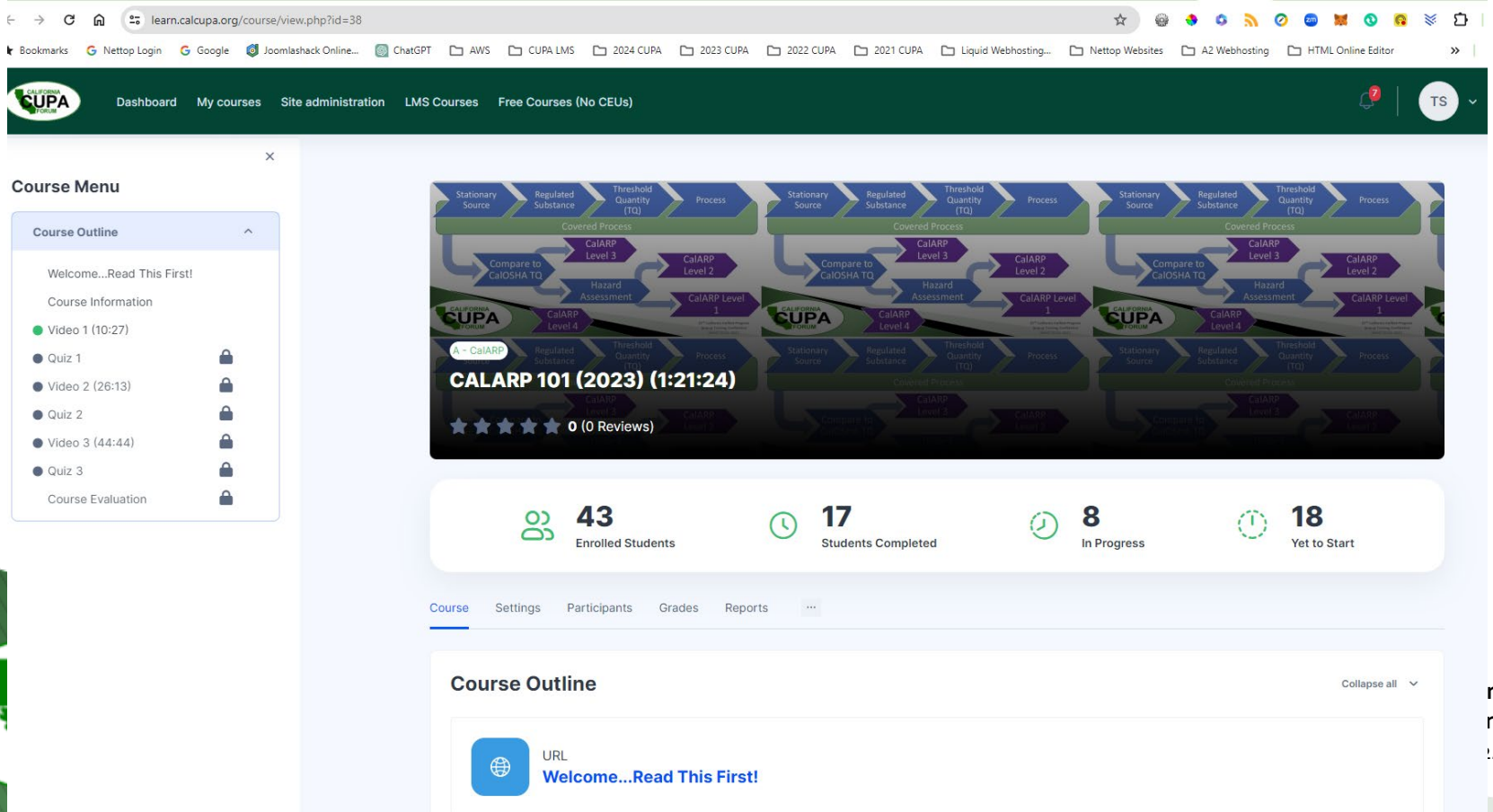
- https://calcupa.org/lms-agenda/index.html
- Who has access to the CUPA LMS?
- Learning Path

Session Recording For LMS

Session Recording For LMS



Session Recording For LMS



rogram
rence
24

Session Recording For LMS…IMPORTANT

- Critical that Q&A is spoken into a mic
- You will have a volunteer or 2 to assist with moving the mic around the room
- We will edit out the dead spots for the mic to be moved around
- It's also a good practice for you to repeat the question

Session Recording For LMS…IMPORTANT

- Quiz Questions Needed 4-7 per 30 minutes of video
- I'd suggest you prepare them as you are working on your presentation…get Questions/Answers from PPT
- Think about 25-30 minute sections of your presentation
- Sec 1, Slides 1-25, Sec 2, Slides 26-50, etc.
- Upload Quiz Questions using Session Name as shown on Speakers Info page

Session Recording For LMS…

- Questions about the LMS???

Keys for Success

- https://calcupa.org/conference/speakers.html#information

- Call/Email me with any presentation questions, Slido questions or LMS/Recording questions at webmaster@calcupa.org or 530.263.8488 (cell/text is ok)

- Call/Email Sheryl with any AV related questions at Sheryl@calcupa.org or 530.363.0027 (cell).