

The logo for the ACI Virtual Concrete Convention. It features the acronym 'aci' in a stylized font with a colorful arc above it. To the right, the words 'VIRTUAL CONCRETE CONVENTION' are stacked in a clean, sans-serif font. The entire logo is set against a white background within a red-bordered box.

aci VIRTUAL
**CONCRETE
CONVENTION**



Guide



Welcome, Attendees!

This guide was created to assist convention attendees with making the ACI Virtual Concrete Convention as productive and stress-free as possible. The ACI Virtual Concrete Convention is packed full of virtual committee meetings, sessions, special events, and networking opportunities, and we want to make sure you have the necessary tools and information to maximize your experience, make connections, learn, and have fun.

ABOUT THE ACI CONVENTION

The ACI Concrete Convention is dedicated to bringing together leaders in the concrete industry. These individuals work to improve the design, construction, maintenance, and repair of concrete projects. Conventions provide a forum for networking and education and an opportunity to provide input on the concrete industry's codes, specifications, and guides. For more information, visit www.aciconvention.org.

About the ACI Concrete Convention 2

Convention Overview 3

- Committee Meetings
- Networking Events
- Sessions and Mini-Sessions

Sponsors..... 4

Planning for the Virtual Convention 5

- Registration
- Download the Convention Event Platform
- Plan Your Days
- Don't Overschedule Yourself

What to Expect During the ACI Virtual Concrete Convention..... 6

- How to Access the Convention
- Virtual Platforms
- How to Join an Event
- On-Demand Activities
- Need Help or Experiencing Technical Issues?

How to Make the Most of Your Convention Experience..... 7

- Complete Your Profile
- Event Platform Game Experience
- Connect with Peer Through the Event Platform

Etiquette and Best Practices for Virtual Events 8

Frequently Asked Questions 9



CONVENTION OVERVIEW

Committee Meetings:

Committees meet to develop the standards, reports, and other documents necessary to keep up with the changing world of concrete technology. All ACI attendees can attend and participate in any of the 300+ open virtual committee meetings that take place throughout the convention week. All open committee meetings are listed on the ACI website and in the convention event platform. There are a very small number of committee meetings that are closed. A closed meeting may only be attended by committee members and invited guests and will be noted as “closed” in the convention event platform.

Committees are organized by the following system:

100s = General

200s = Materials and Properties

300s = Design and Construction

400s = Concrete Reinforcement and Structural Analysis

500s = Specialized Applications and Repair

C = Certification Committees

E = Educational Committees

S = Student and Young Professional Committees

Networking Events:

The ACI Virtual Concrete Convention offers numerous networking events where you can expect to virtually meet with many of the industry’s top engineers, architects, contractors, educators, manufacturers, and material representatives from around the world. Networking events include the Concrete Mixer, Women in ACI Reception, Student Networking Event, President’s Reception and Awards Presentation, and the daily Networking Lounge.

Sessions and Mini-Sessions:

Technical and educational sessions/mini-sessions provide attendees with the latest research, case studies, best practices, and the opportunity to earn Professional Development Hours (PDHs) and/or Continuing Education Units (CEUs). Sessions are 2 hours in length and typically feature six to eight presentations. ACI will be recording all live sessions and will make all sessions available on-demand during convention week, within 24 hours after the session takes place. Mini-sessions are 1 hour in length with up to four presentations. *Please note: mini-sessions will **not** be recorded and will not be available on-demand.* To earn PDH or CEU credit, you must attend the entire live virtual session/mini-session and record the PDH codes distributed by the moderator; PDH or CEU credit is not available for on-demand recorded sessions. All attendees are encouraged to attend any of the 45+ virtual technical and educational sessions/mini-sessions taking place during the ACI Virtual Concrete Convention.



SPONSORS

Sponsorship is one of the best ways to brand your organization as a leader in the industry and to highlight your commitment to advancing and sharing knowledge. As a sponsor, you will be able to:

- **Connect with industry decision-makers** and build new relationships. Interact with hundreds of industry professionals in a virtual setting. The virtual format eliminates travel barriers and provides the opportunity for much greater participation from industry professionals around the globe.
- **Showcase your organization's expertise at a world-class virtual convention** and share with your colleagues the topics and work you care deeply about.
- **Build your brand.** We will proudly display your logo on the ACI's event page, within the virtual conferencing platform, and on e-mails out to the audience. We want the ACI community to recognize the contributors who are committed to advancing and sharing about the essential role that concrete plays in society.

We would love for you to partner with us, join forces, and inspire today's concrete industry professionals to learn, grow, and innovate. Don't miss this opportunity to be a part of this important virtual gathering of professionals. Reserve your spot today! For more information on how you can get involved and for further details, [visit our website](http://www.concrete.org) or contact Kim Spillane at kim.spillane@concrete.org or +1.248.848.3197.

Thank you to the following Sponsors for their support and participation!

Listed as of February 24, 2021

Premier (\$15,000)



Reinforced (\$10,000)



Precast (\$5,000)



Ready Mix (\$2,000)



ACI Chapter Sponsor – Level II (\$1,000)



ACI Chapter Sponsor – Level I (\$500)



Sponsor Demonstrations:

Learn about the latest products and services being offered by our valued sponsors during the sponsor demonstrations. These 30-minute demonstrations will take place throughout convention week. All demonstrations can be found in the event platform under "Demonstration Area."

PLANNING FOR THE VIRTUAL CONVENTION

Registration:

Make sure to register for the ACI Virtual Concrete Convention! Registration fees are \$179, but substantially reduced to \$99 for all ACI members and free to all ACI student members. The registration fee includes access to virtual committee meetings, sessions, and networking events like the Concrete Mixer. You must register for the convention to access all committee meetings, sessions, and activities.

Download the Convention Event Platform:

The ACI Virtual Concrete Convention event platform (CrowdCompass) has all the information you need for the virtual convention week, right at your fingertips. Join committee meetings, sessions, networking events, and more all through the event platform. The convention event platform can be accessed through the web-based application designed for desktops or through the downloaded app on your mobile device. The convention app is the same platform ACI has used for the past several conventions. If you already have the app, simply switch the event to the spring virtual event. Don't already have the app? Download the ACI Concrete Convention App from the Apple and Google stores.



Plan Your Days:

Review the full program, committee meeting schedule, and networking events in advance so you know what interests you and what you would like to attend. You can even create a personalized schedule using the "My Schedule" feature in the convention event platform. Click the "Add" button on the specific event, committee meeting or session you are interested in and it will automatically get added to your schedule. Once your schedule is finalized, simply export your schedule to your preferred calendar application.

Opening Session and Keynote Presentation

● Special Event



Note



Add



Bookmark



Photo

Don't Overschedule Yourself:

It's okay to skip a session block or take a break from committee meetings. Make sure to schedule breaks in your schedule and take the time to do a quick stretch (try one scheduled yoga class), grab a beverage or snack, and refuel for your next meeting. ACI will be offering all technical and educational sessions on-demand, so if you can't make the live session, you can catch up with the on-demand sessions throughout convention week.

WHAT TO EXPECT DURING THE ACI VIRTUAL CONCRETE CONVENTION

How to Access the Convention:

To access the convention, attendees must login to the ACI Virtual Concrete Convention event platform.

Option 1: Use the Web-Based Event Platform

The web-based event platform is designed for laptops or desktop computers. Access the web-based event platform at <https://event.crowdcompass.com/acis21> and follow the login prompts. You will be e-mailed a verification code to confirm your account (this may take a few minutes). Once the verification code is entered, you will have full access to the virtual convention. Please note that attendees will be required to log into the event platform every 24 hours with a new verification code (or whenever the browser is closed).

Option 2: Download the Mobile App

To view the convention on your mobile device, download the mobile app by searching “ACI Concrete Convention” in the Apple and Google stores. Once you have downloaded the app, you will need to login using the same e-mail used to register for the convention. You will be e-mailed a verification code to confirm your account. Already have the app? Make sure you switch to the spring virtual convention and be sure to check the app store to ensure you have the latest version of the app.

Virtual Platforms:

ACI is using multiple virtual platforms to deliver convention content. GoToMeeting will be used for committee meetings and mini-sessions, Zoom Webinar will be used for sessions, and Zoom Meeting for most special events.

Need Help or Experiencing Technical Issues?

If you need help at any time during the convention week, please do not hesitate to contact our Support team at support@concrete.org or via phone at +1.248.848.3767.

How to Join an Event:

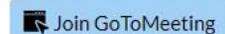
To join all convention activities, such as committee meetings, sessions, or special events, in the event platform, click on the listing for the event in the event platform that you would like to join (all listed under “Full Convention Schedule”). Then click the “Join GoToMeeting” or “Join Zoom” button at the top of the event page. Once you click the link, you will be directed to the virtual event. To access any Zoom event, you must enter the password provided for the event listing. The password appears directly below the “Join Zoom” button.

Concrete with Recycled Materials

 Join Zoom

Password: 830584

562-B Loads

 Join GoToMeeting

Please note: Committee Chairs are responsible for starting and running their committee meetings. Committee Chairs will receive e-mail confirmation with login instructions to start their GoToMeeting committee meeting. The e-mail will come from your name with the e-mail address webpost@concrete.org and the e-mail subject line is “ORGANIZER INFORMATION.” This e-mail includes the virtual link for your meeting, user name, and password to start your meeting. Committee Chairs should not send the virtual link to committee members. Committee members and visitors will access the meeting through the event platform.

On-Demand Activities:

ACI will be recording all live technical and educational sessions and will make all sessions available on-demand (only with the speaker consent) during convention week, within 24 hours after the session takes place. Additional activities like the Opening Session and Keynote Presentation will also be made available on-demand. On-demand recordings can be accessed in the event platform. *Please note: mini sessions will not be available on-demand.*

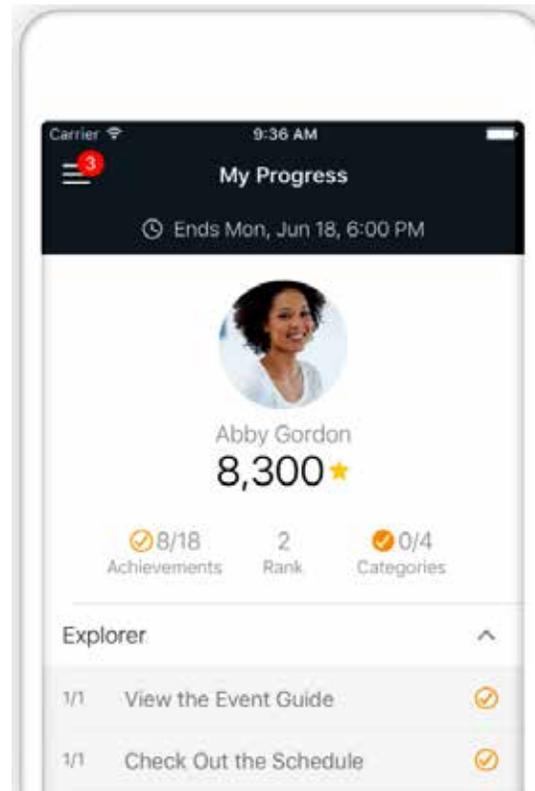
HOW TO MAKE THE MOST OF YOUR CONVENTION EXPERIENCE

Complete Your Profile:

Once you are logged into the event platform, make sure to completely fill out your attendee profile. This profile will be used as your digital business card. Connect to a social profile, such as LinkedIn, to auto-complete your profile and display your photo.

Event Platform Game Experience:

The event platform game experience is a great way to learn how to use the event platform in a short period of time and discover new networking opportunities. Earn points for exploring the event platform and earning achievements, and you can even opt in to compete on the leaderboard against other attendees. You never know who will be right on your heels!



Connect with Peers through the Convention App:

- **1:1 Messaging**—Messaging makes it painless for attendees to introduce themselves and connect/network via a one-on-one virtual conversation. Simply search for the attendee under "Attendees," click on their contact information, and click "Message." Conversations are saved and easy to search, manage, and retrieve.
- **Appointments**—Set one-on-one appointments with other attendees all through the event platform. Under "Appointments," enter in your meeting day/time, and then add invitees to your meeting.
- **Networking Lounge**—Stop by the networking lounge throughout the day to see who you might "bump" into.

ETIQUETTE AND BEST PRACTICES FOR VIRTUAL EVENTS

- **Familiarize yourself with the technology**—Don't wait until the day of to test out the platform on your device. Become familiar with how the virtual platform runs and what features you will be using.
- **Prepare materials in advance**—If you will be sharing content during a meeting, make sure you have the files and/or links ready to go on your desktop before the meeting begins.
- **Moderator, Speaker, or Committee Chair?**—If you are involved in a meeting (Committee Chairs, Moderators, Speakers, etc.), be sure to log into the meeting at least 15 minutes prior to the start time to test video and sound.
- **Minimize background noise**—To help keep background noise to a minimum, make sure to mute your microphone when you are not speaking.
- **Position your camera properly**—Make sure your camera is in a stable position and focused at eye level. Doing so helps create a sense of engagement with other participants.
- **Limit distractions**—Turn off notifications, close or minimize running apps, and mute your cellphone.
- **Avoid multitasking**—You'll retain the discussion better if you refrain from replying to e-mails or text messages during the meeting and wait to work on that PowerPoint presentation until after the meeting ends.
- **Keep It professional**—When you are participating in the virtual meeting, maintain a professional posture and appearance. Dress the way you would as if you were meeting in person.



FREQUENTLY ASKED QUESTIONS

Convention Event Platform:

More information on the convention event platform can be found [here](#).

I registered for the convention, but the CrowdCompass event platform says I need to request access. What should I do?

After registering for the convention, you will receive an e-mail from “ACI Event Services” with the e-mail address support@crowdcompassmail.com and subject line of: “Your Access Information for the ACI Concrete Convention!” This e-mail is highly important as it gives you access to the convention event platform and action is needed from this e-mail. If you have misplaced this e-mail and are trying to access the event platform, please contact our Support team at support@concrete.org or via phone at +1.248.848.3767 or click “Contact event planner” on the event platform verification login page.

I’m trying to login to the CrowdCompass event platform, and I haven’t received my verification code. What should I do?

We recommend logging into the event platform approximately 3 days prior to the start of the convention to confirm your access and become familiar with the platform. The day of your meeting or event, be sure to login early with ample amount of time before your meeting/event start time.

If you have not received your verification code within 5 minutes, please click “Try logging in again” and re-enter your information. If you still do not receive your verification code after 15 minutes, please contact our Support team at support@concrete.org or via phone at +1.248.848.3767.

I have logged into the CrowdCompass event platform, but it is asking for my information (First name, Last Name, and E-mail) again—why?

The verification code is good for one use and expires 24 hours after you have received it. You will be required to log into the event platform every 24 hours with a new verification code. Please note: you may also be prompted for a new verification code if you close out of your web browser.

I created My Schedule in the event platform; how do I add it to my preferred calendar application?

- **Web-based App**—If exporting your schedule using the web-based application (for laptops/desktop computers), you must use **Google Chrome** as your web browser. Access the web-based platform [here](#).
- **Mobile App**—After creating your My Schedule, you can export your schedule by clicking the **export icon** in the upper right-hand corner of the My Schedule section of the app. After you click the icon, your schedule will be automatically exported into your default calendar.
- **My Schedule Printing**—At this time, the convention event platform does not support printing. However, after you export your schedule using your preferred calendar, you may be able to print your schedule directly from your calendar, using your calendar’s print feature (for example, the Microsoft Outlook calendar has a print feature).

I am interested in setting up a meeting with another attendee during convention. How can I do this in the event platform?

The convention event platform makes it easy to connect to other convention attendees. 1:1 Messaging makes it painless for attendees to introduce themselves and connect/network via a one-on-one virtual conversation. Simply search for the attendee under “Attendees,” click on their contact information, and click “Message.” Conversations are saved and easy to search, manage, and retrieve. To set a one-on-one appointment with another attendee, simply click “Appointments” under “My Items” and add your appointment entering in your meeting day/time, and then add invitees to your meeting. Please note: the virtual meeting location is decided between the parties involved and is not set up by ACI or automatically created.

FREQUENTLY ASKED QUESTIONS

Committee Meetings:

More information on committee meetings can be found [here](#).

I'm a Committee Chair, but lost my committee meeting login information; what should I do?

Please contact Alexandria Prokic at alex.prokic@concrete.org if you have misplaced your committee meeting login information. If your committee meeting is starting within 5 minutes, please call Alexandria Prokic at: +1.248.848.3785. Please also feel free to contact our Support team at support@concrete.org or via phone at +1.248.848.3767.

I'm trying to attend a committee meeting. It's 5 minutes after the start time, and the GoToMeeting hasn't been started yet; what should I do?

If your committee meeting hasn't started and it is 5 minutes after the start time, please contact Alexandria Prokic at: +1.248.848.3785. Please also feel free to contact our Support team via phone at +1.248.848.3767.

I'm a Committee Chair; can I login to GoToMeeting early to test my equipment?

Committee Chairs are not permitted to test their committee meeting links in advance of the convention. Committee Chairs can log in no earlier than 15 minutes prior to the start of their committee meeting. If you need to set up a practice meeting ahead of time, please contact Shannon Banchemo at shannon.banchemo@concrete.org.

My Committee Chair can't make the meeting and has asked that I run the meeting on their behalf. How do I get login information for the meeting?

If your committee chair cannot make the meeting and you are now in charge of running the meeting, please contact Alexandria Prokic at alex.prokic@concrete.org to receive the login instructions. If it is within 15 minutes of the committee meeting start time, please contact Support at +1.248.848.3767.

Sessions:

More information on sessions can be found [here](#).

I missed a session. Can I watch it on-demand?

Yes. All sessions will be recorded (with speaker consent) and will be posted on-demand through the event platform 24 hours after the event takes place. *Please note: mini-sessions will not be recorded.*

I am a speaker and do not want my presentation to be recorded; what should I do?

If a speaker prefers that we do not record their presentation, speakers must select "No" on the "ACI Presentation Authorization Form" found here: www.concrete.org/presentationauthorization.aspx. This form must be submitted by Friday, March 26, 2021.

I am a speaker and would like to distribute my presentation; where can I do that?

If you would like for your presentation to be made available for download, ACI will upload it (in PDF form) to the ACI Session Handouts page (www.concrete.org/events/conventions/currentconvention/sessionsandevents/sessionhandouts.aspx) for attendees to download and view. To have your presentation uploaded, a copy must be sent to Bryce Barker at bryce.barker@concrete.org. Please send your presentation no later than Friday, April 9, 2021.

I'm a speaker or moderator in a session and I can't find my zoom webinar panelist login information. What should I do?

If you cannot locate your panelist login information for your session, please contact Bryce Barker at bryce.barker@concrete.org. If your session is starting within 30 minutes, please call Bryce Barker at +1.248.848.3187.

FREQUENTLY ASKED QUESTIONS

Sessions, cont:

Can I still receive PDH credit for attending a virtual session?

Yes. Attend the **entire duration** of a live session (or mini-session) and jot down the three codes given out during the session. Please note: ACI does not track and cannot provide documentation confirming attendee participation or attendance at any ACI session held during the virtual convention. On-demand sessions do not qualify for CEUs or PDHs.

I attended a session and missed a PDH code; how can I retrieve it?

Please e-mail Aileen Castelli at aileen.castelli@concrete.org with the session title and the PDH codes you did collect. ACI will then provide you with the missing code (as long as you attended the entire duration of the session).

I attended a session; how can I obtain my CEU/PDH certificate?

(1) Visit www.concrete.org and sign in to your account. (2) Hover over “My ACI” and click on “My ACI CEU/PDH.” (3) Select the convention, day, and title of the session for which you are submitting the session PDH codes. (4) After successfully submitting the session PDH codes, your certificate will be available under the session title. Please note: If you earned a certificate for a session and would like ACI to report your CEUs/PDHs to the Florida Board of Professional Engineers or AIA, e-mail your Professional Engineer’s or Architecture license number to Bob Hogston at bob.hogston@concrete.org.

I attended a session, collected the three codes, but I am getting an error when trying to submit them on “My ACI CEU/PDH”.

Please e-mail Aileen Castelli at aileen.castelli@concrete.org with the session title and the three PDH codes you collected. ACI will then confirm if you have an error in one of your codes.

Sponsors:

More information on sponsors can be found [here](#).

How do I find out more information about Convention sponsors?

You can access all sponsor information in the “Sponsor” tab in the event platform. From there, you can visit the company website, view company brochures, and contact the company representative.

I am interested in sponsoring a session. What are my options and how can I go about doing this?

Several sponsorship levels are available. Please contact Kim Spillane at kim.spillane@concrete.org for detailed information and availability.

My company is doing a sponsor demonstration; how do I login?

To login to your sponsor demonstration, you first must be registered for the convention. Once registered, you will access the convention through the event platform. Once logged into the event platform, navigate to “Demonstration Area”, and find your specific demonstration listing. Once in your demonstration listing, click “Join Zoom” and entered the password listed. You will then be entered into your sponsor demonstration. Sponsors are asked to join their demonstration 5 minutes prior to their scheduled demonstration time.

My company is doing a demonstration; where can I find this in the event platform?

To view your company’s demonstration, go to “Demonstration Area” in the event platform to view the daily demonstration schedule. From there, find the specific day/time your demonstration is scheduled and click into the listing to access the virtual link for your demonstration.

FREQUENTLY ASKED QUESTIONS

Miscellaneous:

I am looking for some networking opportunities; what are my options?

There are many networking opportunities that you will not want to miss out on. Networking events include the Concrete Mixer, Women in ACI Reception, Student Networking Event, President's Reception and Awards Presentation, and the daily Networking Lounge. Make sure to view the "Full Convention Schedule" to find out when these events take place and to get access the virtual link information.

I only plan to attend one committee meeting during convention week; do I still need to register?

Yes, you will need to register for the entire convention even if you are only attending one committee meeting. Registration is required to access the convention event platform.

I am interested in attending a yoga class; is this something you offer?

Yes! Kimberly Kayler, President, AOE, offers a 10-minute yoga stretch session. This is scheduled for Monday, Tuesday, and Wednesday from 9:45 am – 10:00 am EST but can be accessed anytime throughout the convention by simply clicking into the "Yoga Stretch Break" listed on any of those days.