



Quick Guide:

How to Respond to Questions using the ARS system

AAS speakers have access to respond to audience questions through the ARS (Audience Response System) found in their speaker portal accounts. A detailed video tutorial is available to view at: <https://vimeo.com/522061172/c44ac42990>.

Here you will find a simple 5-step quick guide for navigating the ARS and interacting with your attendees.

Step 1:

First, login in to the AAS Speaker Portal. This can be found on the [Speaker Information](#) page of the AAS website. Once you enter the speaker portal page, you will enter your email address and access key. If you do not know your access key, select 'Lost your access key?' to have it sent to your email address.

Welcome to the AAS Speaker Resources Portal

Thank you for presenting at the AAS 2021 Virtual Annual Conference. You will be accessing the speaker portal to:

- Confirm or update your profile information
- Make any edits needed to your title and/or abstract
- Upload your presentation
- Request a Letter of Invitation (if applicable)
- Answer questions during the conference using the audience response system (ARS)

Please login below and follow the instructions to complete your tasks.

Log in to the AAS Speaker Portal

✉

🔑

[Lost your access key?](#)

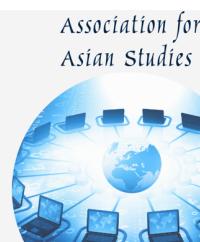


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Step 2: Once logged into your account, you will see a section for the ARS. As noted, please use this section to interact with attendees.

- For Organized Panel Sessions, Individual Paper Sessions or Roundtables and Workshops: Select the session title.
- Individual Paper Presenters and Digital Lightning Presenters: Select your paper title.

AUDIENCE RESPONSE SYSTEM (use this section to interact with attendees)

Monday, Mar 22, 10:00 AM – 11:30 AM

(A029) South Korea in the Era of Black Lives Matter and its Precursors

No questions have been submitted by attendees yet.

click title to answer questions

check for questions

Beneath the title display, the ARS indicates if there are any questions.

After questions are submitted, your portal will display as shown below:

- the number of questions received and;
- the number of questions unanswered.

Step 3: Click the **Respond Now** Button to be taken to the Q&A screen where you can provide a response.

AUDIENCE RESPONSE SYSTEM (use this section to interact with attendees)

Monday, Mar 22, 10:00 AM – 11:30 AM

(A025) Pacifism, Human Rights, Popular Movement, and "History Activism": The "Postwar" as a Transnational Space

11 questions received

5 questions have not yet been answered.

Respond Now

From the Q&A screen, you may respond to a question by clicking the 'Add Response' button.

Amanda

Where are

Add Response

Favorite

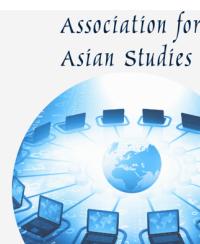


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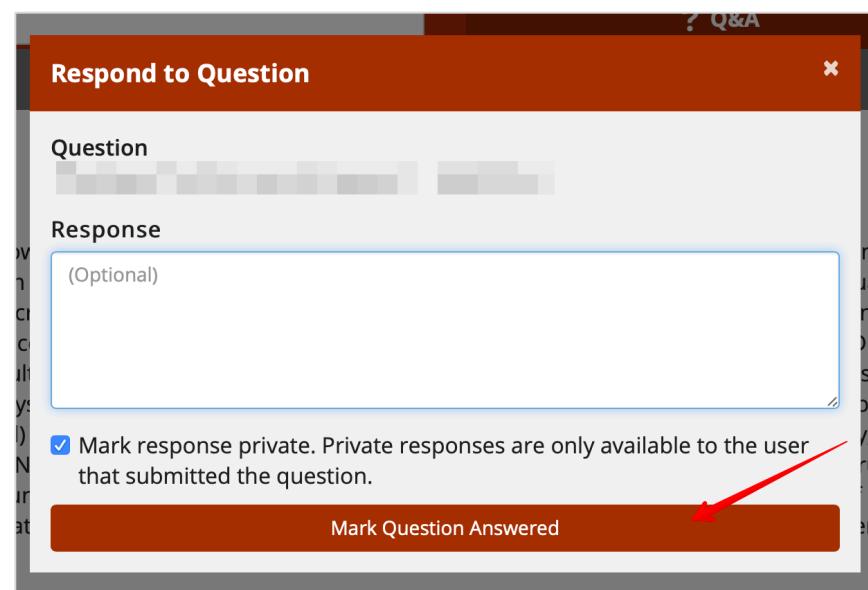
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Step 4: A pop-up window appears to enter your response, and then you may hit ‘Mark Question Answered.’

Please note: you can respond privately to the attendee who asked the question by checking the ‘Mark response private.’ By selecting the check box. Uncheck this box if you would like the response to appear to all attendees.

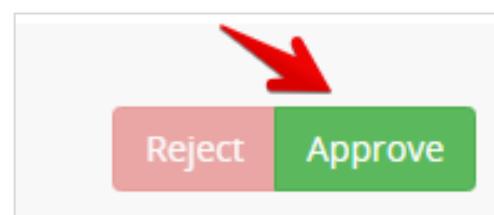


Speakers responding to questions for a session will all see the same questions and can all reply to the same question. To allow attendees to know who is responding, it's recommended to include your name with your response.

To remove a question from displaying click the ‘Reject Button.’



To add a rejected question back to the list, click the green ‘Approve Button.’



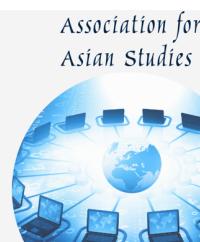


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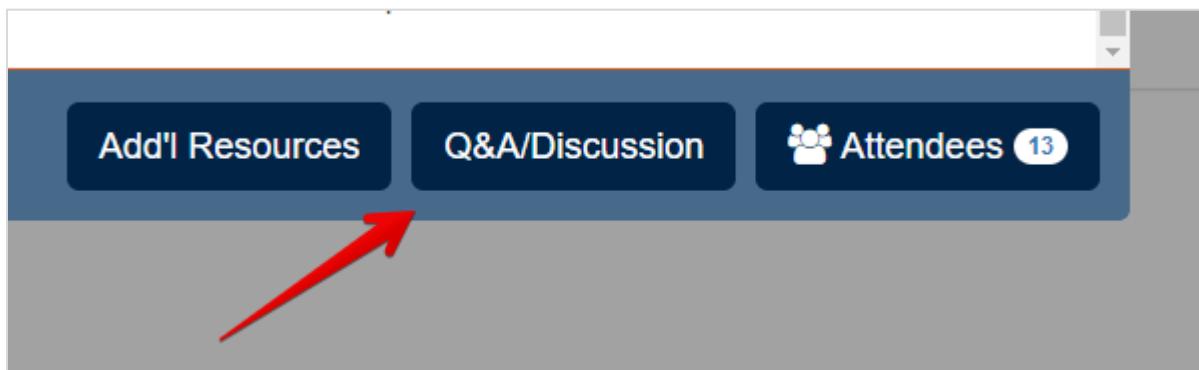
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Step 5: You may log in to your individual speaker portal to check questions **OR** you may check the Q&A/ Discussion button in your presentation footer on the Virtual Conference website to see if any new incoming questions or comments have been submitted.



To do this, navigate to your presentation, click the Q&A/Discussion Button, respond to attendee comments to your presentation by using the **Discussion** tab.

Please note: While discussion can also be “viewed” from the ARS system, you can only respond from the actual Virtual Conference Website presentation view.

open the discussion tab to respond directly to discussion comments