

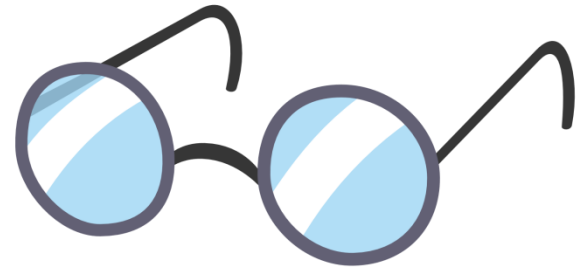
Navigating the ASEE OSL

Creating your Perfect Conference



At a Glance

- Getting to the OSL
- Session Codes
- Ticketed vs. Not Ticketed Events
- Recommended Sessions
- Standalone Sessions – Don't Miss These!
- Saving and Downloading Schedules
- Interactive Conference Planner (ICP)
- *Let's go live! OSL Tutorial*



Getting to the OSL

- From anywhere: www.asee.org/OSL
- From the ASEE homepage:
 1. Click on Events > ASEE Conferences
 2. Click on **Annual Conference**
 3. Click on Program Schedule > **Online Session Locator**

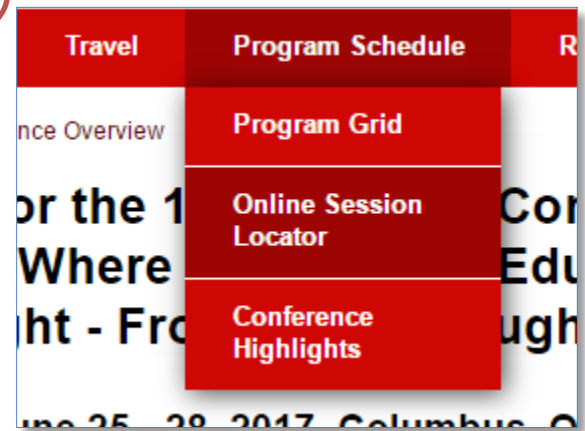
1



2



3



Session Codes

Capital Letter = Day

- S = Saturday
- U = Sunday
- M = Monday
- T = Tuesday
- W = Wednesday

U203 · Biological & Agricultural Division Technical Session 2

Technical · Biological & Agricultural Division

First Number: Timing

- 1 = Early AM Sessions
- 2 = Starts 9 – 10 AM
- 3 = Starts 11 AM – 12 PM
- 4 = Starts 1:15 PM
- 5 = Starts 3 – 4 PM
- ETC.

Last Numbers: Division

- 01 = Aerospace
- 02 = Architectural
- 03 = Bio & Agricultural

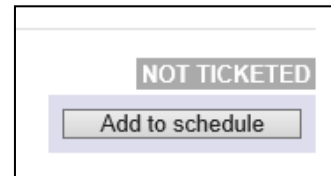
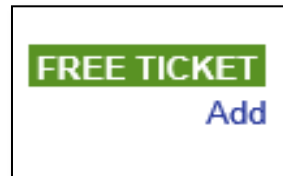
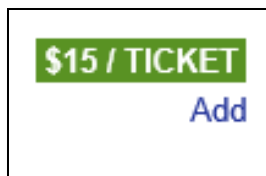
(Alphabetically through 45 = Women in Engineering)

Ticketed vs. Not Ticketed Events

- **Ticketed events** require that you *register in advance*. You will receive these tickets when you pick up your badge at the conference.
- Some ticketed events are free; others charge a fee!
- Events that are **Not Ticketed** don't require advance registration.

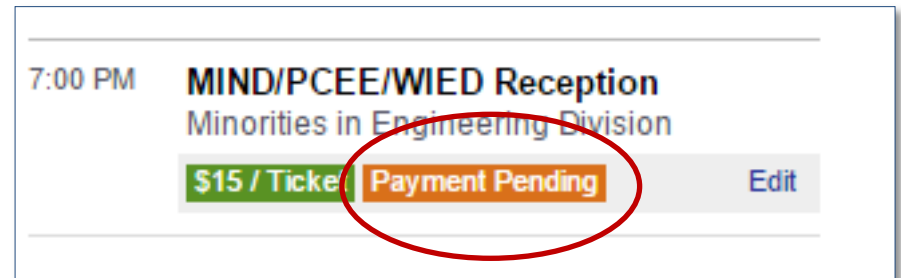


What you'll see in the OSL:



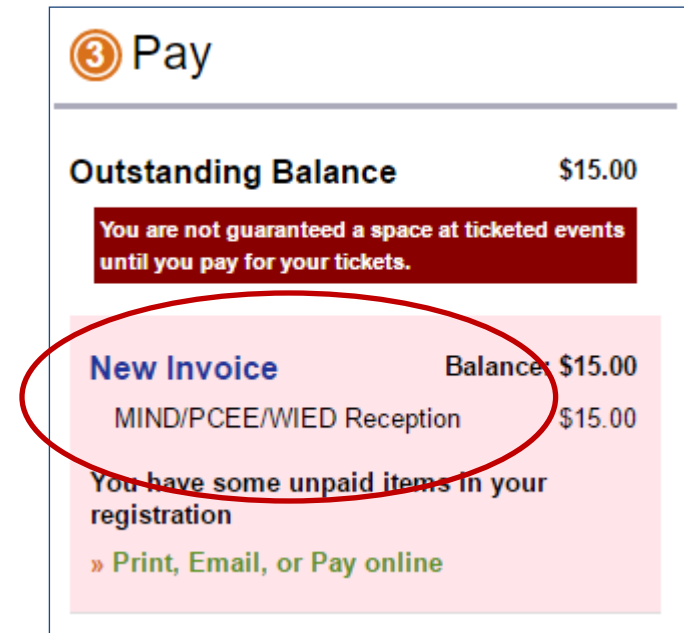
Paying for a Ticketed Event

- When you add a ticketed event with a fee to your conference schedule, **you'll see this** on the right side of your screen.
- You can pay for all ticketed events by visiting your main conference registration - by clicking **Registration Overview**. Tickets will show up under the **Outstanding Balance** tab until they're paid for.



7:00 PM **MIND/PCEE/WIED Reception**
Minorities in Engineering Division

\$15 / Ticket **Payment Pending** Edit



③ Pay

Outstanding Balance \$15.00

You are not guaranteed a space at ticketed events until you pay for your tickets.

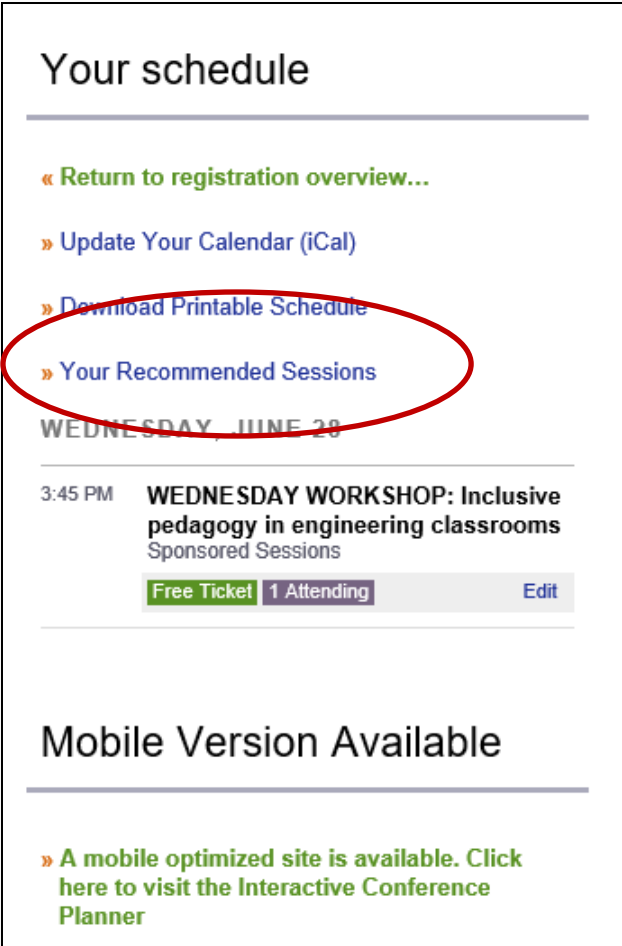
New Invoice Balance: \$15.00
MIND/PCEE/WIED Reception \$15.00

You have some unpaid items in your registration

» [Print, Email, or Pay online](#)

Recommended Sessions

- Once you've added one or more sessions to your schedule, you'll see **"Your Recommended Sessions"** underneath "Your Schedule."
- Click to see more sessions similar to those you've selected!



The screenshot shows a user's schedule page. At the top, it says "Your schedule". Below this, there are several navigation links: "Return to registration overview...", "Update Your Calendar (iCal)", "Download Printable Schedule", and "Your Recommended Sessions". The "Your Recommended Sessions" link is circled in red. Below the links, the date "WEDNESDAY, JUNE 28" is displayed. A session titled "WEDNESDAY WORKSHOP: Inclusive pedagogy in engineering classrooms" is listed, with a time of 3:45 PM. Below the session title, it says "Sponsored Sessions". At the bottom of the session entry, there are three buttons: "Free Ticket", "1 Attending", and "Edit". Below the session entry, there is a section titled "Mobile Version Available" with a link that says "A mobile optimized site is available. Click here to visit the Interactive Conference Planner".

Standalone Sessions

These events have been scheduled so everyone can attend – nothing in the program conflicts with these events!

Focus on Exhibits Events

- Welcome Reception – Sunday, 5:45 – 7:15 PM
- Brunch in the Exhibit Hall – Monday, 9:45 – 11:15 AM
- Summertime Social – Monday, 5 – 6 PM
- Lunch & Division Posters – Tuesday, 11:30 AM – 1 PM

Plenary Sessions

- Monday, 8 – 9:30 AM
- Tuesday, 9:45 – 11:15 AM

Standalone Sessions

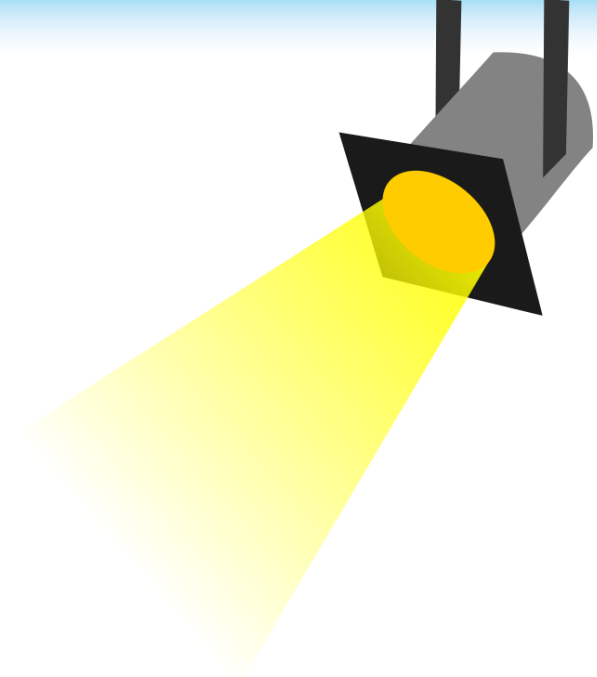
Continued....

Distinguished Lectures

- Wednesday, 9:45 – 11:15 AM

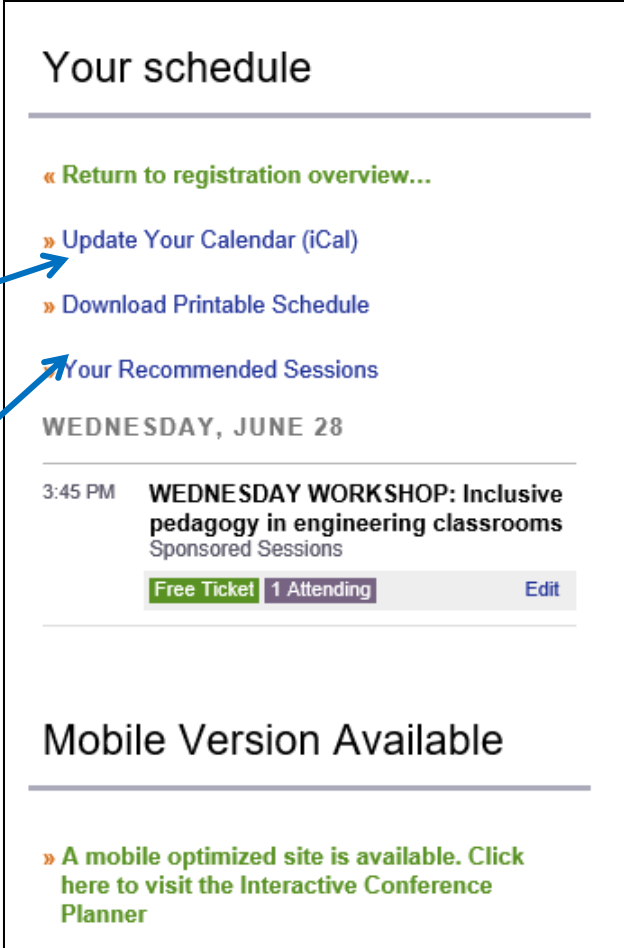
President's Farewell Reception

- Wednesday, 6 – 7:30 PM
- Join your friends and colleagues as we say Farewell to Columbus and ASEE President Louis Martin-Vega and look forward to Salt Lake City while passing the gavel to President-Elect Bevlee Watford!



Saving/Downloading Schedules

- When you add an event to your schedule, it is saved automatically.
- From the “Your Schedule” panel, click **“Update your Calendar”** to add all saved sessions to your calendars in Outlook, Gmail, etc.
- Click **“Download Printable Schedule”** for a paper version that you can bring with you to the conference.



Your schedule

[« Return to registration overview...](#)

[» Update Your Calendar \(iCal\)](#)

[» Download Printable Schedule](#)

[» Your Recommended Sessions](#)

WEDNESDAY, JUNE 28

3:45 PM **WEDNESDAY WORKSHOP: Inclusive pedagogy in engineering classrooms**
Sponsored Sessions

[Free Ticket](#) [1 Attending](#) [Edit](#)

Mobile Version Available

[» A mobile optimized site is available. Click here to visit the Interactive Conference Planner](#)

Interactive Conference Planner

- Want to plan your conference via smartphone or tablet? Use the ASEE **Interactive Conference Planner** (ICP)!



Access the Interactive Conference Planner at <https://www.asee.org/icp>

Your schedule

« [Return to registration overview...](#)

» [Update Your Calendar \(iCal\)](#)

» [Download Printable Schedule](#)

» [Your Recommended Sessions](#)

WEDNESDAY, JUNE 28

3:45 PM **WEDNESDAY WORKSHOP: Inclusive pedagogy in engineering classrooms**
Sponsored Sessions

[Free Ticket](#) [1 Attending](#) [Edit](#)

Mobile Version Available

» [A mobile optimized site is available. Click here to visit the Interactive Conference Planner](#)

Let's go live!



More Conference Webinars

- **Conquering the Conference**
 - General conference overview (~ 15 minutes)
- **New in 2017: New Events and Big Changes**
 - Get a closer look at the new events and schedule changes at the 2017 ASEE Annual Conference (~10 minutes)



See you in June!

