

# MyConfer – Quick Reference Guide for Presenters

Select the tabs to manage your account and schedule meetings. Below is a brief description of each tab. More detailed information about each tab can be found in the **MyConfer** section of the **SUPPORT** page.

>> MyConfer Home

Connect to today's meetings from your home page.

>> Meeting Request Forms

Schedule a meeting.

>> MyMeetings

View all meetings you have scheduled, or you have been made a Presenter.

>> MyGroups

Colleges, Groups and Organizations you are a member of can be added to your profile.

>> MyProfile

Update your information that changes; *especially important is your email address.*