

# Frequently Asked Questions (FAQs)

## **What do I need to have installed to view conference sessions?**

For the best experience, we recommend that you download the free [Microsoft Teams](#) app on your computer or mobile device. You also have the option of joining directly from your browser.

## **Will I be able to visit the sponsors/exhibitors?**

Within the conference portal experience, all attendees will have access to learn more about our sponsors by selecting the *Exhibit Hall* sign on the conference portal landing page. [Click here](#) to connect with our conference partners and participate in raffles.

## **Do I need a Microsoft Teams account to join a meeting?**

You will not need a Microsoft Teams account to participate in a session as a speaker or attendee. However, we do recommend downloading the [Microsoft Teams](#) app in advance for easy access.

## **What credits will be available to attendees? How do I obtain CLE credit?**

State employees will be issued professional development credits via *MyPURPOSE* for attending the event. The conference agenda and handouts will be accessible for attendees to determine Continuing Education Units (CEUs) or Professional Development Units (PDUs) available. It will be the attendee's responsibility to forward documentation to the appropriate scholastic or professional organizations. *Participants of legal sessions will receive an email containing CLE information after the conference.*

## **I am new to the virtual conference experience, where can I find help?**

For technical assistance, visit the *Help Center* to submit a ticket or [click here](#) to view the *Conference Attendee Tips*.

## **What is the Resource Center?**

Visit the conferences virtual Resource Center to access presenter PowerPoints, digital handouts and other bonus material.

### **Will I need to use my computer speakers for audio?**

The KyLEAD virtual experience will allow you to stream audio through your computer speakers or headphones (wired or wireless).

### **Does my video need to be on to join a session?**

Participant's video and audio will be *auto-disabled* for all sessions. Participants will have the option to ask questions during the appropriate times. Please type the word QUESTION before your inquiry so our moderators can easily locate your question within the Live Event Q&A section.

### **How is accessibility handled within a session?**

The Microsoft Teams Live Event software allows all attendees to ENABLE or DISABLE closed captioning in multiple languages throughout the conference. [Select here to learn how](#)

### **Will sessions be recorded and archived for later viewing?**

All conference sessions will be recorded and stored within the conference portal for a limited time following the event. These can be accessed by selecting the corresponding session link.

### **Is VPN (Virtual Private Network) or Global Protect required to use Teams / Teams Live Events?**

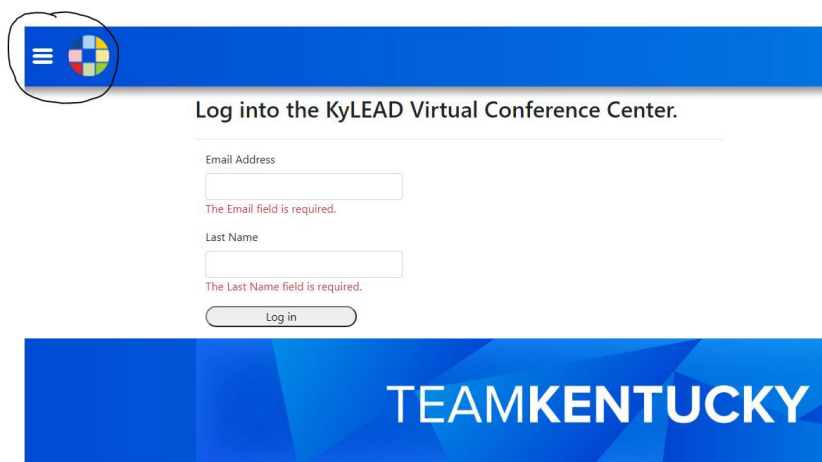
No, just WIFI.

### **What web browsers are supported for an attendee to join a Live Event?**

Your mobile or laptop browser should support media-source extension (MSE) such as: Chrome, Firefox, or Edge. Safari is not currently supported. You will need to download the Teams app if using Safari as a guest.

### **How do I log into the Conference website?**

To access the official KyLEAD conference portal, select *Conference Log-in* from the sandwich menu (pictured below) on the [conference landing page](#). Enter your email and last name, then click *Log in*.



Log into the KyLEAD Virtual Conference Center.

Email Address  
The Email field is required.

Last Name  
The Last Name field is required.

Log in

TEAMKENTUCKY

**Is this the first year of the conference?**

This will mark the 36th year of the conference, previously entitled the Governor's Conference on Leadership and Diversity.

**How can I find conference sponsors/exhibitors?**

Within the conference portal experience, all attendees will have access to learn more about our sponsors by selecting the *Exhibit Hall* sign on the conference portal landing page. Go [here](#) to connect with our conference partners and find out more information. You can also register for free giveaways!

**When will the conference take place?**

Conference sessions will occur Wednesday, November 16 through Friday, November 18. All session times will be based on Eastern Standard Times. See [agenda](#) for a complete schedule.