

How to Upload a Poster PDF and Poster Video

1. Login to the abstract submission portal as a Returning User:

<https://www.xcdsystem.com/tctws/abstract/index.cfm?ID=eO6kpOq>

TEXAS CHAPTER
THE WILDLIFE SOCIETY
Established 1965

NOTE: To begin, click on the Create a Profile button. Once you create your profile, you will be logged directly in to submit your abstract. You will also receive a confirmation email with your password. You may update your password at any time by clicking on "Update Profile".

FIRST-TIME USER

RETURNING USER

Enter your email and password to access your account.

Email

Password

Login

[Reset Password](#)

2. Once you have logged in you can view general instructions for the portal. Upload your speaker headshot (optional) and scroll down the page to the Current Abstracts section.

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[Profile Home](#) [Submission Home](#) [Update Profile](#) [Logout](#)

2023 TCTWS Abstract Submission Portal

Please upload a speaker headshot below.

For each submitted abstract, click the red 'Invitation Response' button to confirm your participation in the Annual Meeting.

- If you have already completed this step, you will see an "Invitation Response" button instead.
- If you see neither button, your submission has not been slotted into a session yet.
- You will receive an email notification when your abstract has been slotted.

Technical Session & Cottam Awards Presenters:

- Use the Powerpoint Presentation button to upload your presentation.
- You may choose to also upload a pdf of your presentation to be shared in the annual meeting app.

Poster Session Presenters:

- Use the Poster PDF button to upload your poster.
- You may also choose to upload/record a short video narrative about your poster.
- Both the poster and the video will be available to attendees in the annual meeting app.

The submission site is now closed.

Participation Requirements

- For each of your abstracts, you can upload your poster pdf by clicking the **'Poster PDF'** button. The deadline for uploading will be displayed below the button.

Current Abstracts

ID #	Title	Your Status: Primary Contact & Primary Presenter
9	Connecting the Dots: Documenting the Full Annual Period Movement Patterns of Migrant American Kestrels.	

View Abstract

Download

Invitation Response Accepted

Poster Recordin...
Deadline: 2023-02-22

View Session Assignment

Authors

Poster PDF
Deadline: 2023-02-20

This submission is considered complete. It may be edited until the system is closed.

- Click the **'Upload File'** button to upload your poster PDF. NOTE: If you need to make edits and submit a new file, as long as it is before the deadline just select your new file to upload. You are only allowed to upload one file and any existing file will be overwritten.

Media File Management for
Connecting the Dots: Documenting the Full Annual Period Movement Patterns of Migrant American Kestrels.

Upload File For: Poster PDF

Poster should be no larger than 4ft wide x 3 ft tall (horizontal layout).

In addition to bringing your printed poster to the conference for display, poster presenters are required to submit a digital copy of their poster for upload into the meeting app (pdf format, 20 MB max file size).

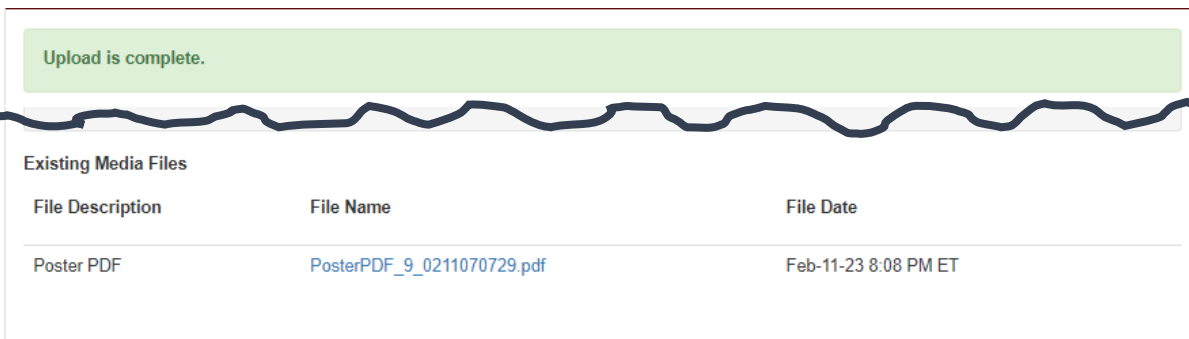
The deadline for uploading files is 20 February 2022.

Allowed file types: pdf, pdfx, jpg
 File names should not have any special characters
 Files are all auto re-named based on your submission ID #
 If you replace an uploaded file, the name will remain the same,
 but the associated date and time will be updated.

Upload File

Existing Media Files		
File Description	File Name	File Date
Poster PDF	Missing	

When your file successfully uploaded, you will see a green 'Upload is complete.' notification and the *File Name* and *File Date* will be displayed in the table.

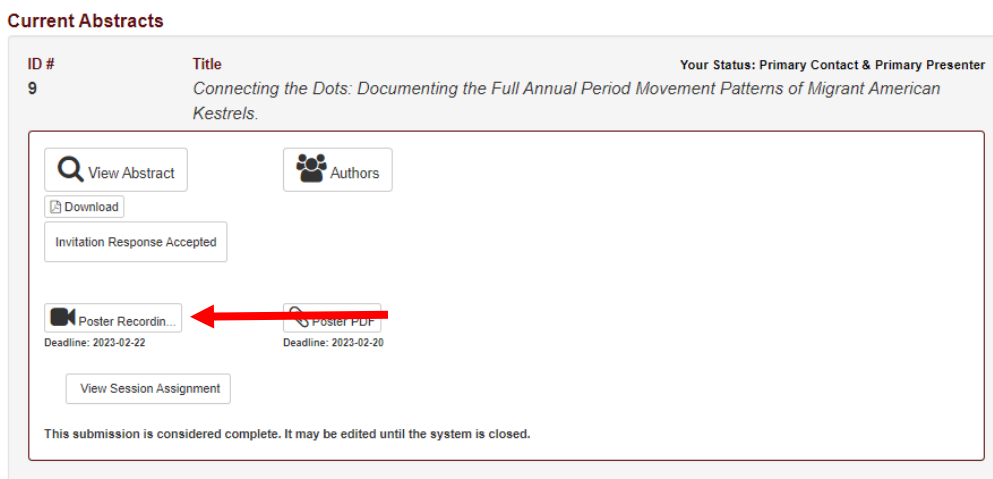


Upload is complete.

Existing Media Files

File Description	File Name	File Date
Poster PDF	PosterPDF_9_0211070729.pdf	Feb-11-23 8:08 PM ET

5. Click the '**Poster Recording**' button to upload or record a short video to accompany your poster (optional). This recording will be available in the meeting app with your poster pdf.



Current Abstracts

ID # 9 Title *Connecting the Dots: Documenting the Full Annual Period Movement Patterns of Migrant American Kestrels.* Your Status: Primary Contact & Primary Presenter

View Abstract Authors

Download

Invitation Response Accepted

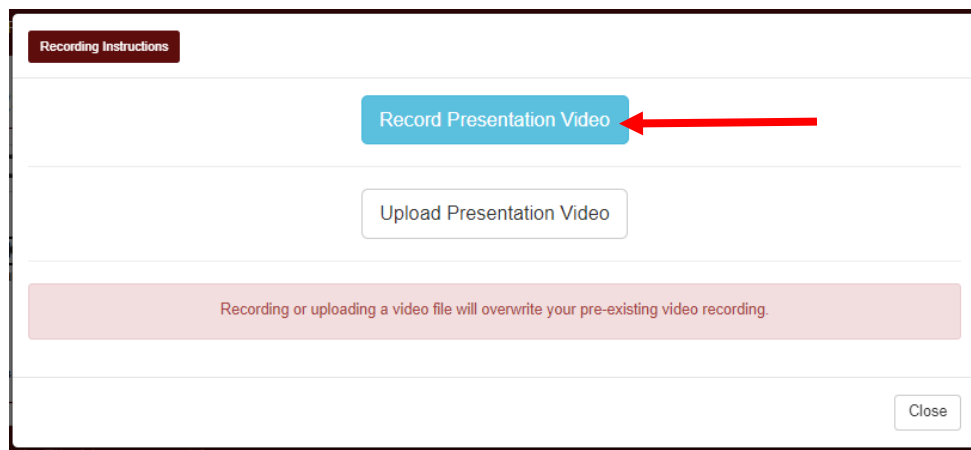
Poster Recordin... Poster PDF

Deadline: 2023-02-22 Deadline: 2023-02-20

View Session Assignment

This submission is considered complete. It may be edited until the system is closed.

6. Click '**Record Presentation Video**' if you would like to use the online system to record your video. Instructions for using the system to record can be accessed by clicking the button in the top left corner of the frame. Direct link to instructions: <https://support.x-cd.com/portal/en/kb/articles/record-a-presentation-in-the-submission-platform>



Recording Instructions

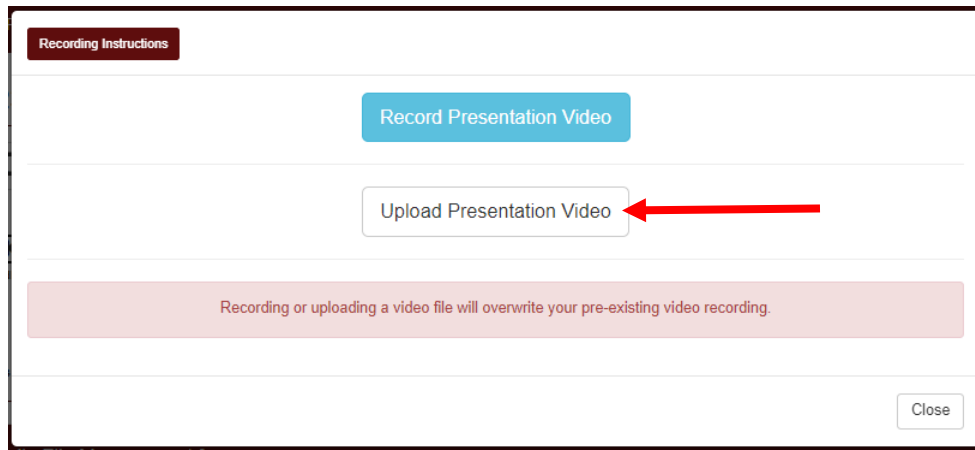
Record Presentation Video

Upload Presentation Video

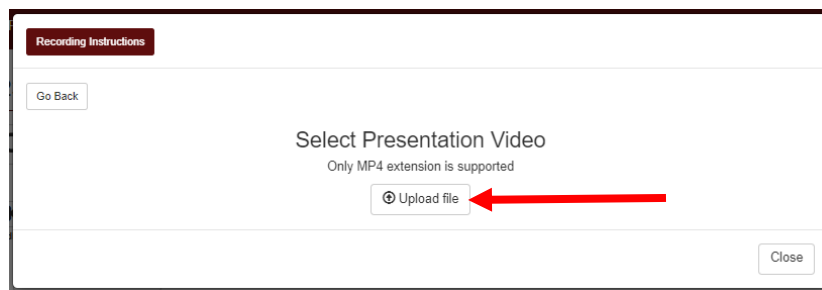
Recording or uploading a video file will overwrite your pre-existing video recording.

Close

7. If you have already recorded a video on your own, you may upload it by clicking the **'Upload Presentation Video'** button. Only .mp4 files are accepted for upload.



8. Click to **'Upload file'**. Only .mp4 files are accepted for upload.



Bring the physical copy of your poster with you to the annual meeting. Poster dimensions should be no larger than 4 ft wide x 3 ft tall. There will be a designated setup time, presentation session, and tear down schedule published in the meeting schedule.

Questions regarding the poster sessions? Contact Student Activities Committee (student.activities@tctws.org)

Technical issues with uploading files? Contact IT Committee (Texas.chapter@tctws.org)