

Supporting our members by providing Electronic Access to Presentations

We are excited that you are presenting your work at the upcoming AAPT Meeting!

As part of our efforts to make AAPT National Meetings more inclusive and accessible, we are exploring different ways for you to share your presentations online.

Currently, we are encouraging the practice of adding links and/or QR codes to the first slide of your presentation or in the bottom-right corner of your poster. In doing so, we aim to:

- Make it easier for you to share your work with others, and for others to share their work with you;
- Make it easier for people to follow your presentation at their own pace using their own devices, which may make your work more accessible to people who want or need to spend more time looking at a particular slide, zoom in on a particular part of a slide or poster in order to see it better, or use software to convert text to speech or braille;
- Promote conversations among AAPT members about accessibility, and raise awareness that existing technologies can be used to enhance everyone's experience at National Meetings;
- Create a more welcoming and accessible environment at AAPT National Meetings.

Please follow [this link](#) for a set of instructions to assist you in providing online access to your presentations. You can email us at programs@aapt.org with specific questions you might have about this effort.

Going forward, AAPT is actively exploring ways to make presentations available on the www.aapt.org website. We encourage you to look out for these developments in the near future, as our website undergoes some exciting changes!

If you have questions or suggestions related to links and QR codes or how we can all contribute to accessible environments, there are several resources at the upcoming meeting that you may find helpful. The Event Participation Code of Conduct can help guide us in our interactions, and provides an avenue for reporting and investigating potential violations. For more check out the Inclusivity Tab on the meeting website.

We look forward to seeing you!

Instructions on placing a QR code or Link on your talks and posters

For this to work, your materials need to exist somewhere that everyone can access. Here is one way you can do this:

1. You can create your own repository via Google Drive, Dropbox, Box, or another internet-based storage solution. Here is an example using Google Drive.
 - a) Simply log into a Google account and go to your drive
@ <https://drive.google.com/drive/my-drive>.
 - b) Then click **New** (upper left) and then **Folder** and provide a name for your folder like "My AAPT Presentations" or "Meeting Presentations." Once your folder is ready, double click on the folder.
 - c) You will now see **My Drive > Meeting Presentations** (or another folder name). Click on the folder name dropdown and click **Share ...** . and click **Get Shareable Link** in the top right of the popup menu.
 - d) If you need to, change the sharing settings to "**Anyone with the link can view.**" You can link to this particular folder in your drive or you can upload the talk or poster and link directly to that presentation.
 - e) Copy the URL (in the address bar) for either the folder or the individual presentation and then generate the QR code for others to link to.
 - f) To generate a QR code, simply go to a site that generates QR codes, like this one: <http://www.qrcode-generator.com/>. (You may not want to sign up / provide your email for anything on these sites as this might generate SPAM - simply pasting your URL to get a QR code does not seem to create any problems.) to Paste the URL (for your google folder) and then download the QR code and paste on your presentation.
 - g) You can also create an easy link for others to find by using a service that shortens the URL for easy access. You can then simply read the short URL before your talk so that others can access it easily. Once resource is <https://tinyurl.com/>. Reading your URL to the audience before you starts is often easier in a presentation than having folks scan a QR code
2. Another way to do this is to use the **Filing Cabinet Feature** on comPADRE @ <https://www.compadre.org/>. comPADRE is a network of online resource collections and community web sites supporting physics and astronomy education. In comPADRE you can set up folders in your filing cabinet, make them private or public. If you make them public, you can then copy the bookmark to the electronic talk and generate the link or QR code for that URL.
3. A much more detailed set of instructions can be found at: http://societyforphilosophyanddisability.org/2017/05/using-qr-codes-to-make-presentation-materialsmore-accessible/#%22tutorial_presenter

If you are interested in trying this out, please paste all your QR codes in the lower right corner of your presentation (talk or poster) so it's easy for everyone to find. Having a QR code on the first slide of a talk can be difficult for participants to scan (especially in a full room) so it maybe more beneficial to have a short URL to read to participants. In addition, you can add a link to your talk through the APP by clicking on your talk in the APP and adding a note and simply pasting the URL.