Virtual Annual Convention FAQs

Question: What is the cost to attend?
Answer: The full-day Virtual Annual Convention is $50 per person. The half-day Virtual Administrative Professionals Workshop is $20 per person. The full-day Virtual Council of School Attorneys Workshop is $30 per person. Invoices will be mailed out after the events.

Question: How do I get into the event?
Answer: Go to OSBA's website and navigate to the Virtual Annual Convention page, found here.

Question: How do I attend the Virtual Administrative Professionals Workshop?
Answer: You must register for that workshop in addition to registering for the Virtual Annual Convention. Go to the registration page here. Email Amber Smith at asmith@osba.org if you have any questions.

Question: How do I cancel my registration?
Answer: If you need to alter or cancel your registration, please email Amber Smith at asmith@osba.org.

Question: I did not receive an email to access Pathable.
Answer: First, check to make sure you are registered for the event. Go to the registration page here to verify you are registered. If you are not registered, then go through the steps to register. If you are registered, email Amber Smith at asmith@osba.org for assistance.

Question: How do I join a session?
Answer: Click on the "Schedule" tab and chose "Agenda", find the session you want to attend and click on the plus sign in the upper right corner of the session. OR click on the session name to open the session. Click on the blue plus sign next to "Reserve Spot." This adds the session to your "My Agenda". When it is time for the session to begin click on the button that says, "Join Live Meeting."

Question: How do I leave one session and join a new session?
Answer: To leave a session to join a new session, click on Click on the "Schedule" tab and chose "Agenda", find the session you want to attend and click on the session name to open the session. Click on the blue plus sign next to "Reserve Spot." This adds the session to your "My Agenda". When it is time for the session to begin click on the button that says, "Join Live Meeting."

Question: How do I look up attendees and speakers?
Answer: Click on the "People" tab in the menu bar, then click on either "Speaker" or "Attendee". From there you will see a list of either speakers or attendees. Click on the person's name to see their profile and/or schedule a live, face-to-face one-on-one meeting with them.

Question: How do I find and watch the student entertainment and art?
Answer: Click on the "Students" tab in the menu bar or on the images for student art and student entertainment on the event homepage to see and watch the videos.

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Question: How do I visit the exhibitor booths?
Answer: Click on the "Exhibitor" tab in the menu bar or click on the "Visit with Exhibitors" button on the homepage to see the virtual exhibitor booths.

Question: How can I meet with an Exhibitor?
Answer: Click on the "Exhibitor" tab in the menu bar or click on the "Visit with Exhibitors" button on the homepage to see the virtual exhibitor booths. Click on the exhibitor you want to connect with to open their virtual booth. Click on the exhibitor staff's picture and then choose "schedule meeting" to schedule live, face-to-face one-on-one meeting with an exhibitor representative or click on the "Request Info" button to learn more about the exhibitor.

Question: What are tags and how do I add them to my profile?
Answer: Use tags to show others what region you are in and if you are a member of the OSBA Board of Directors, Legislative Policy Committee and/or OR School Board Members of Color Caucus. Tags will also show you who is a presenter. You can add tags by clicking Account and choosing "Edit my Profile". There you will see the field where you can add tags to your profile.

Question: How do I "pop out" my Zoom window and then return to the Pathable screen?
Answer: Once you've Joined a live webinar, you can choose to view the webinar in Pathable (embedded), use Theater view (embedded with a larger screen), or 'pop out' the webinar to watch it in the Zoom software. To 'pop out' the view, look for the statement that says "If you are experiencing audio issues, use the Zoom app instead" underneath the embedded video, and click the 'use the Zoom app' link. This will pop the session out into another window, to return to Pathable you will need to pull up the Pathable window that was minimized when you "popped out".

Question: What is a one-on-one meeting and how do I schedule one before and during the event?
Answer: A one-one meeting is a virtual meeting between two people. To schedule a one-on-one meeting with a fellow attendee, speaker, exhibitor or OSBA staff member click on the "Schedule" tab and click on "Schedule Meeting". There you will be able to choose a time for the meeting and search for the person you want to meet with. You can also schedule meetings with individuals by going to the "People" tab, choosing either "Speakers" or "Attendees", clicking on the person you want to meet with and click "Schedule Meeting".

Question: Can I return later and watch sessions I missed today, and how long is that available?
Answer: Yes. Sessions will be available for playback for 1 year following the event. Just go to the session you want to watch, open it up and click the play button on the video.