

## PRESENTER PORTAL FAQ

## **CREATING NEW PROFILE**

https://apps.njea.org/Proposals

1. NEW USER? Click "Create Account" to begin.

Conventi	on Presenter Prop	osa	l System	
Only the act	ual Presenters should be	e the	e one(s) submitting this p	roposal.
<b>Returning</b> Email Address Password	Users presenter@njea.org Log In Forgot Password?	]*	New Users Don't have an account? Create Account	Social JUSTICE Based Convention Recruis = 301/501

2. Are you an NJEA Member? Check Yes or No and click "Continue".

## **Create New Account**

Are you an N	JEA member? 〇	No	0	Yes
Continue	Cancel			

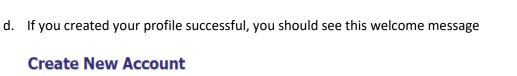
a. If Yes, click "Continue" and enter your PIN or Email and your Password. If you don't know your pin, check your membership card. Your password (unless you have changed it) is the last 4 digits of your SSN.

/0

b. If No, click "Continue" and enter and confirm your email address and create and confirm your password and click "Continue".

c. Enter all the requested information. You are required to list at least one (1) reference. Click "Continue".

Email	test@gmail.com				
First Name	Jane				
Last Name	Doe				
Address 1	123 Main Street				
Address 2					
City, State Zip	Atlantic City		NJ 08401		
Home Phone	(609) 111-1234				
Employer					
Employer/School District	Atlantic City EA				
Work Address 1	180 West State Street				
Work Address 2					
Work City, State Zip	Trenton		NJ 08608		
Work Phone	(609) 111-1234				
References					
You are required to list a provider.	t least 1 person w	ho can comment	on your qua	lifications as a p	professional dev
Name		Email			Phone
Reference 1		reference@nje	a.org		(609) 111-12



Welcome, TEST

Your account has been successfully created. You are now able to draft your presentation proposals.



Draft New Proposal

3. Click "Draft New Proposal" to begin.