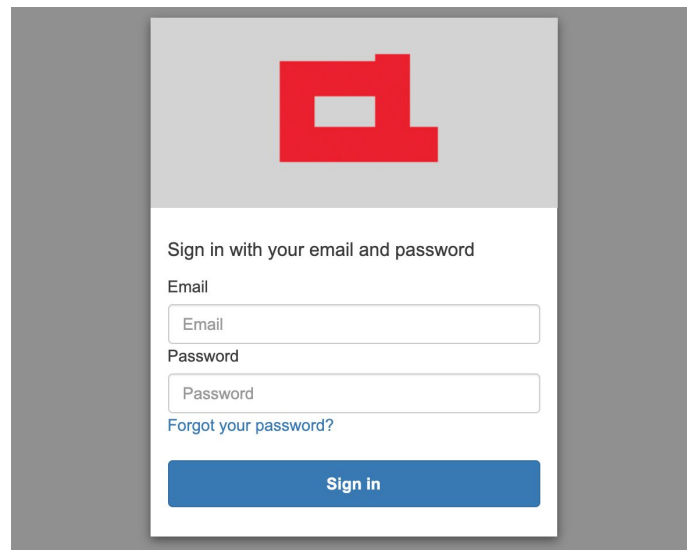


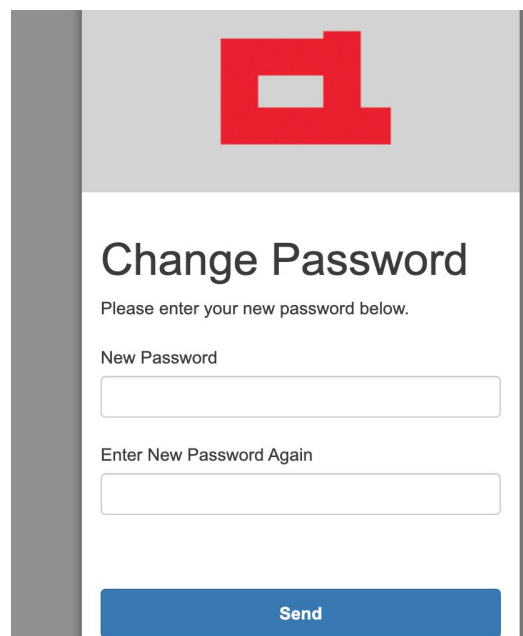
Step 0: Make sure you have [registered](#) for ACL2020. You will receive a welcome email around July 3rd. If you do not receive the welcome email by the end of July 3, please contact acl2020-virtual-helpdesk@googlegroups.com

Step 1: When you go to <https://virtual.acl2020.org>, you will be asked for your username and password (you can find them in the welcome email).



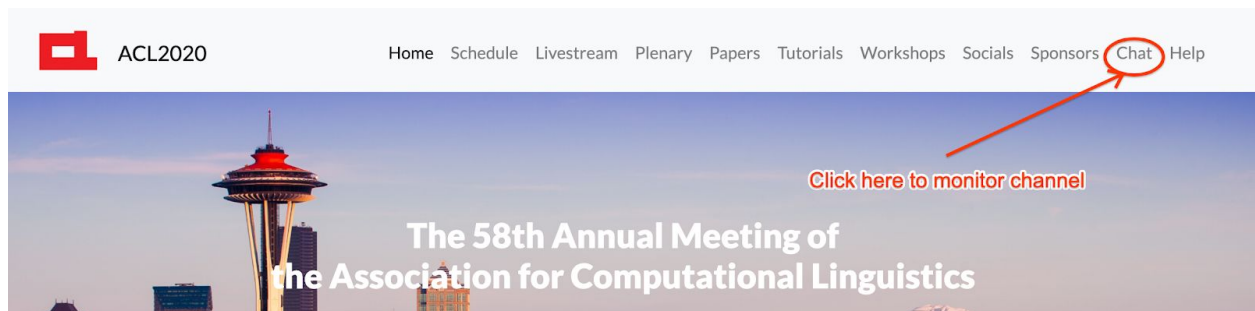
The screenshot shows a login interface for ACL2020. At the top, there is a red logo consisting of a square with a smaller square inside, offset to the top-left. Below the logo, the text "Sign in with your email and password" is displayed. Underneath, there are two input fields: "Email" and "Password". Below the "Password" field is a blue link that says "Forgot your password?". At the bottom of the form is a blue button labeled "Sign in".

Step 2: You will be asked to change your password.



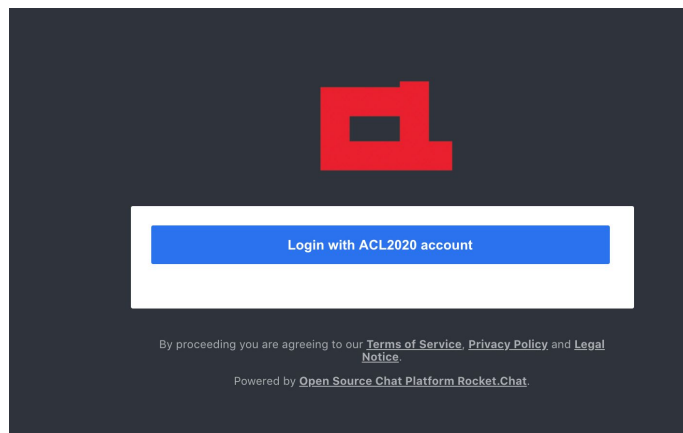
The screenshot shows a password change interface for ACL2020. At the top, there is a red logo consisting of a square with a smaller square inside, offset to the top-left. Below the logo, the heading "Change Password" is displayed in a large font. Underneath the heading is the instruction "Please enter your new password below.". There are two input fields: "New Password" and "Enter New Password Again". At the bottom of the form is a blue button labeled "Send".

Step 3: Now you will be redirected to our website. Go to the “Chat” page to access RocketChat.

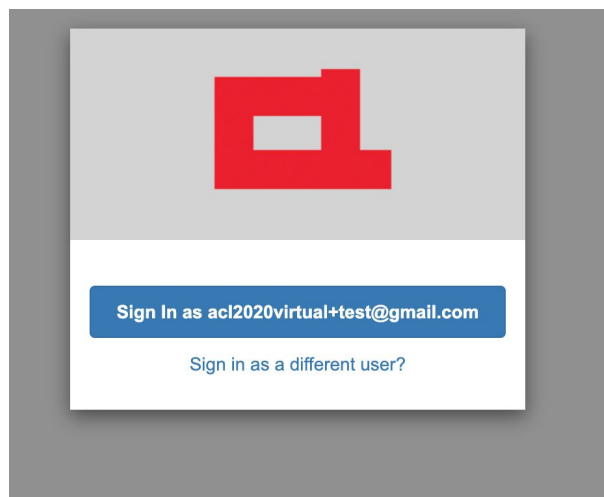


Step 4: Please click the “Login with ACL2020 account” button.

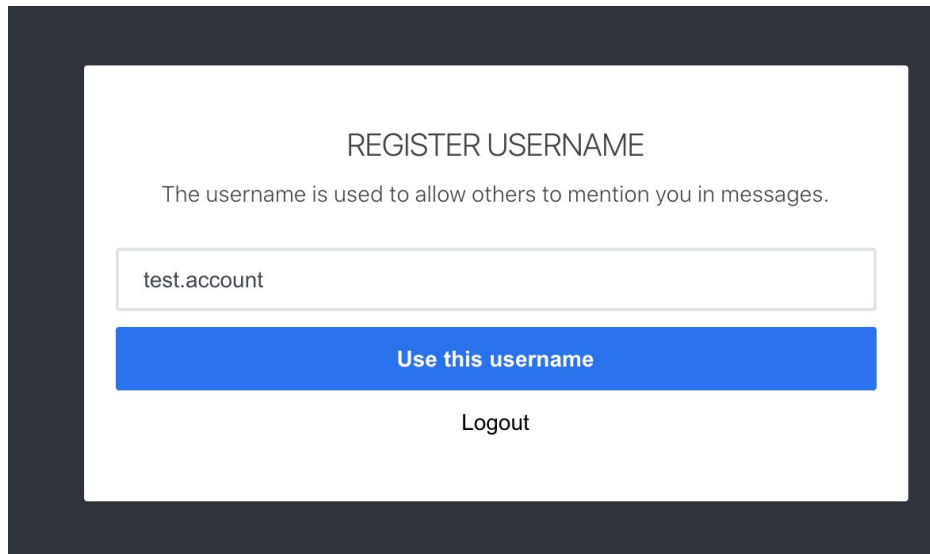
(Note: This window can sometimes be blocked. Click the “allow pop-up window” to unblock)



You need to confirm your login information by clicking the “Sign In as {{email}}” button.



Step 5: You need to set up your username.



REGISTER USERNAME

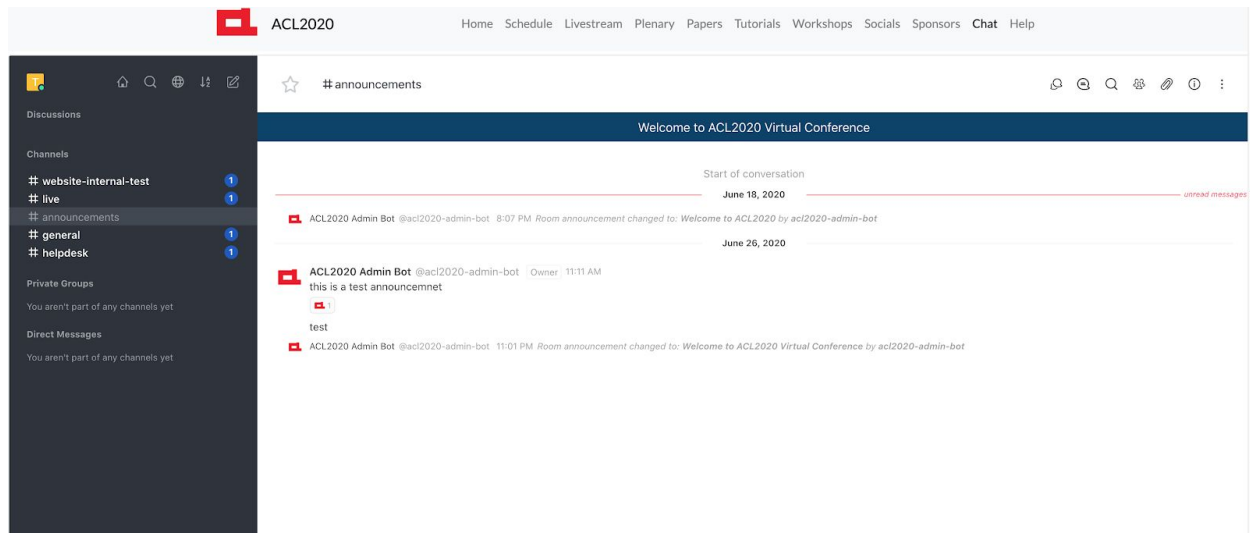
The username is used to allow others to mention you in messages.

test.account

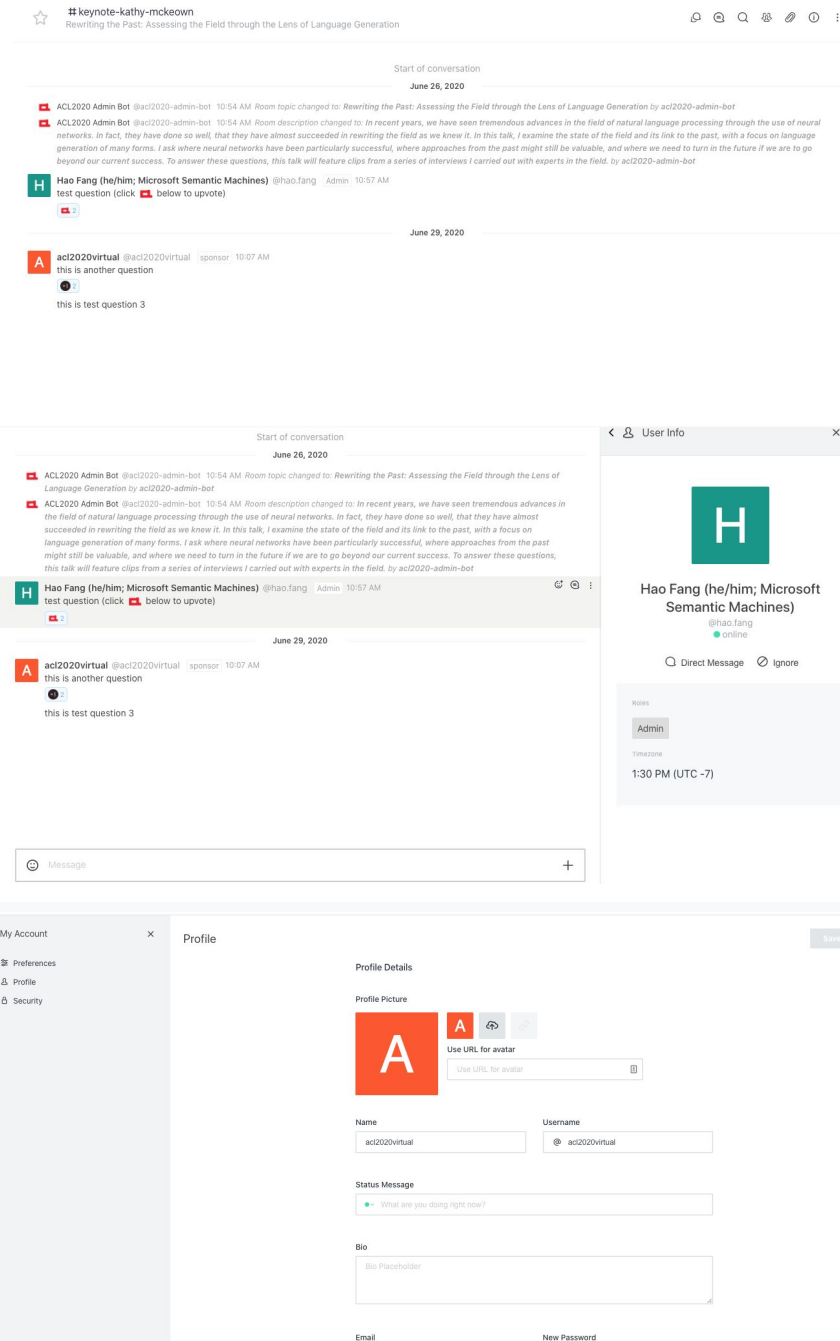
Use this username

Logout

Now you will be able to access the RocketChat space.



[Optional] Step 6: You can edit your RocketChat profile to change your displayed name and include your pronouns. See screenshots below:



Note from ACL2020 Professional Code of Conduct Chairs

On both RocketChat and Zoom, please ensure that your name and affiliation are displayed in a way that matches your ACL registration (i.e. one or more of the name fields, including preferred name, in the ACL registration form). You are also encouraged to include your pronouns. Obfuscating your identity or displaying the name of another attendee instead may be considered harassment under the ACL's anti-harassment policy.