

Scripps Networks

Techtoberfest: Help By Topic

Provided by: Techtoberfest Committee



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How to set/reset your password

Step 1: From the log in screen, click on the [Forgot Password](#) link.

Step 2: Enter your Scripps Networks Email Address and press the **Submit Request** button.

Step 3: Given this website utilizes a single sign-on feature, if you cannot log in, there could be a problem with your network password. You should receive the following error message, "As a Scripps employee, you must request a password reset using the procedure outlined by the help desk. Please cancel and contact the Help Desk if you need further assistance."

How to rank a theme

Step 1: Click on the **Themes** drop down menu and select *Rank Preferred Themes*.

Step 2:

A - Using the drag and drop feature, select the theme(s) you want to rank from the **Available Presentation Themes** section and drop them over to the **Presentation Themes I'm Interested In** section.

B - Using the non drag and drop feature, click on the themes you want to rank. The order in which you select the themes is the order in which they will be ranked.

Step 3: Once all the themes you want to rank have been selected, press the **Submit My Ranking** button.

- This feature will only be made available for a limited time.
- Ten (10) is the maximum number of themes available to be ranked.

How to rank a speaker

Step 1: Click on the **Speakers** drop down menu and select *Rank Preferred Speakers*.

Step 2

A - Using the drag and drop feature, select the speaker(s) you want to rank from the **Available Speakers** section and drop them over to the **Speakers I'm Interested In** section.

B - Using the non drag and drop feature, click on the speakers you want to rank. The order in which you select the speakers is the order in which they will be ranked.

Step 3: Once all the speakers you want to rank have been selected, press the **Submit My Ranking** button.

- This feature will only be made available for a limited time.
- Ten (10) is the maximum number of speakers available to be ranked.

How to suggest a theme

Step 1: Click on the **Themes** drop down menu and select *Suggest A New Theme*.

Step 2: Fill out the form and press the **Submit Suggestion** button.

- This feature will only be made available for a limited time.

How to suggest a speaker

Step 1: Click on the **Speakers** drop down menu and select *Suggest A New Speaker*.

Step 2: Fill out the form and press the **Submit Suggestion** button.

- This feature will only be made available for a limited time.

How to provide your interest for a Techtoberfest topic

Step 1: Click on the **Sessions** drop down menu and select *View Session Schedule*.

Step 2: Review the proposed schedule

Step 3: Select the [Interested in a session](#) link, located below the session schedule table.

Step 4: Select the topic(s) you are interested in attending and press the **Submit Interest** button.

- This feature will only be made available for a limited time.

How to provide session feedback

Step 1: Click on the **Sessions** drop down menu and select *Submit Session Feedback*.

Step 2: Complete the survey wizard

- If a session survey is completed within 30 minutes of you attending that session, your name will be entered into a raffle drawing.

- Session surveys can be submitted at any time