

# The WICT Network Speaker Directory

## User Resource Guide

### Introduction

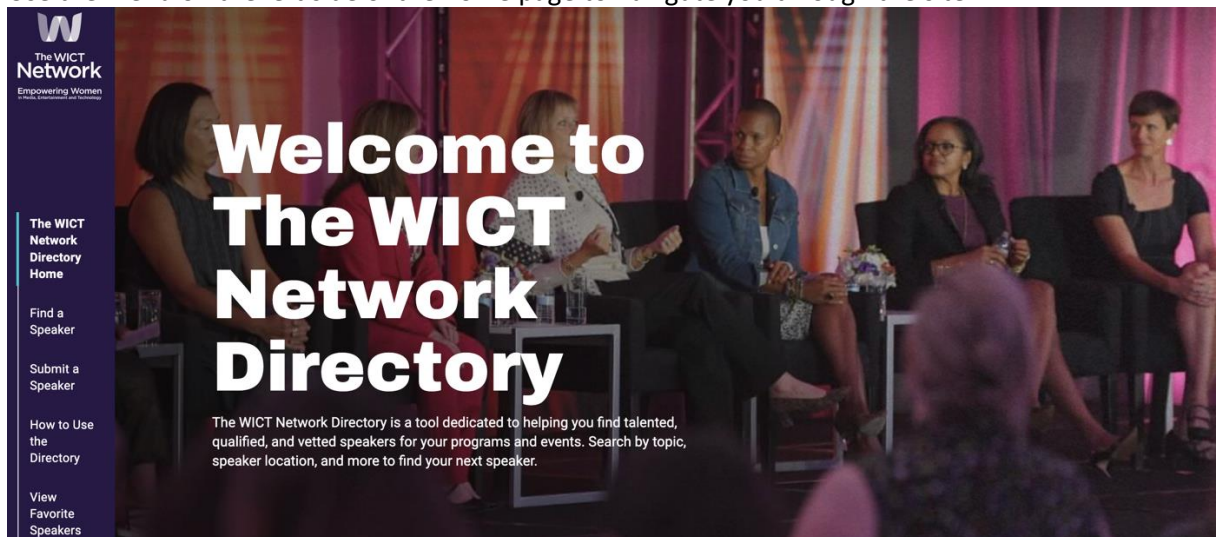
Welcome to The WICT Network Speaker Directory! We hope you will utilize this interactive tool to explore potential speakers for local programming. Additionally, we encourage you to assist us in continuing to build the tool by submitting recommended speakers through the online submission form.

### Access instructions

- Log on to the site at this link: <https://speakers.wict.org/>
- Use your Chapter Leader credentials that have been assigned. Keep in mind that these credentials are reserved for the President, Vice President and Programming Chair(s). Please keep a record of your login and password.
- Contact [chapters@wict.org](mailto:chapters@wict.org) for assistance with access issues and password resets.

### Using the Speaker Directory

- Use the menu on the left side of the home page to navigate you through the site.



- **[The WICT Network Directory Home:](#)** The homepage will show you recently added speakers and houses the FAQ section. Please refer to the FAQ before contacting [chapters@wict.org](mailto:chapters@wict.org) for any additional questions.
- **[Find a Speaker:](#)** Speakers recommended by The WICT Network chapters are populated in the Directory. Search by event type or use the directory to find your next speaker. Once you find your speaker, use the contact information in their profile to reach out, connect and check their availability!
- **[Submit a Speaker:](#)** We highly encourage chapters to submit speaker recommendations to keep the tool robust and fresh. These can be speakers that your chapter has held an event with, a speaker that you heard at an external conference, or someone you have a working relationship with. Please keep in mind that your recommendations will be submitted to The WICT Network Global office for review before their profile is added, and you may be asked to provide additional details in order to build a complete profile.
- **[How to Use the Directory:](#)** The page gives step by step instructions on how to find a speaker and how to submit a speaker for the directory.
- **[View Favorite Speakers:](#)** This page aggregates all the speakers that your chapter's profile has favorited. You can favorite a speaker's profile by clicking the heart in the left-hand corner of their profile picture. Since your chapter shares one login, please note that any speakers you favorite during your session will show up on your chapter's profile as a favorited speaker. Simply click the heart again to un-favorite a speaker.