

Choose your recording date by clicking on the day.

➤ Then choose the time. *All times listed in Eastern Standard Time*

The screenshot shows a web browser window with the URL `calendly.com/pre-record-team-1/cadca?month=2020-11&date=2020-11-20`. The interface is titled "Pre Record Team CADCA Pre Records" and shows a 1 hr 10 min session. The "Select a Date & Time" section displays a calendar for November 2020, with the 20th highlighted in blue. To the right of the calendar is a list of time slots from 9:00am to 1:00pm, with the 10:30am slot circled in red. The time zone is set to "Eastern Time - US & Canada (UTC-5:00)".

Pre Record Team
CADCA Pre Records
🕒 1 hr 10 min

- This is to schedule pre record sessions. You will receive the zoom link after confirmation.
- Please add additional presenters email using the "Add Guest" button.
- All Presenters must be present on day of recording

Select a Date & Time

November 2020 < > Friday, November 20

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

🌐 Eastern Time - US & Canada (UTC-5:00) *

9:00am
9:30am
10:00am
10:30am
11:00am
11:30am
12:00pm
12:30pm
1:00pm

Complete the fields below.

- Remember, your Session ID was provided in the email with the link to this page. It contains letters and numbers and is unique to each session.

The screenshot shows a web browser window with the URL `calendly.com/pre-record-team-1/cadca/2020-11-20T09:00:00-05:00?month=2020-11&date=2020-11-20`. The page title is "Pre Record Team CADCA Pre Records". The session details are: 1 hr 10 min, 9:00am - 10:10am, Friday, November 20, 2020, Eastern Time - US & Canada. The "Enter Details" form includes fields for Name, Email, Sessions ID (circled in red), Session Title, Presenter Order, and Any special requests? ie Extra time, Videos sent.. There is an "Add Guests" button and a "Schedule Event" button at the bottom.

You will receive details from BAV Services after scheduling your recording time.