From the planner page, click the “NCTM Sign In” button to log onto the planner using your NCTM credentials. If you do not have NCTM credentials, click the “Create Account” button to create a non-member account.
CREATE A SCHEDULE

Once logged in, select “My iPlanner” from the top rail. To view the conference programming and create a digital preliminary itinerary, click “Add New” under My Sessions.

*Please note: adding a presentation to your schedule does not reserve you a seat. Seating is on a first come, first serve basis.*

SEARCH

From the search screen, you can browse by keywords, session number, speaker name, dates, topic stands, grade-bands, and session types (session, burst, workshop, or exhibitor workshop) to find what you’re looking for.

To view all presentations, leave all search criteria blank and click the “Search” button.

Search Sessions

*Use the search options to find sessions based on any word found in the session title or description.*

**By Criteria** - finds all sessions who match search criteria used below.

- **Text Search:**
- **Session No.:**
- **Speaker Name:**
- **Date:**
- **Category:** -- ALL --
- **Session Type:** -- ALL --

**TIP:** If you only want to see PreK-2 presentations (for example), select the grade-band from the drop down menu under “Category.”
If you’re interested in a specific topic (calculus, for example), you can type that in under text search and the results will generate a list of all presentations including that keyword.

BROWSE

Presentations will be listed by date, time, presentation number, title, and session type. For additional information on a presentation such as room, description, speakers, or grade-band, select “Preview” or click the blue session title.
SHARE YOUR SCHEDULE

Once you have added presentations to your preliminary schedule, you can share this with yourself or fellow attendees by selecting email or print from the “Download” dropdown menu.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>01 November, 2018</td>
<td>5:30 PM - 7:00 PM</td>
<td>Opening Session: Dreaming and Standing on Their Shoulders</td>
<td>Kansas City Convention Center, 2001</td>
</tr>
<tr>
<td>02 November, 2018</td>
<td>7:15 AM - 7:45 AM</td>
<td>Regional Conference Overview &amp; Orientation</td>
<td>Kansas City Convention Center, 2003</td>
</tr>
<tr>
<td>02 November, 2018</td>
<td>8:00 AM - 9:00 AM</td>
<td>Teaching Geometry to Young Children: Parts and Properties</td>
<td>Kansas City Convention Center, 2103 A</td>
</tr>
</tbody>
</table>