



# LeadershipMatters

National Leadership Conference 2019

1. **Go to the Booking Page at <https://scorenlcexpertbar.setmore.com/>**  
**Or click the Expert Bar icon from the 2019 NLC App**

2. **Choose Topics**

Click or tap on the Topic Title and a drop-down list of sub-topics will be shown. Select the topic and the screen will advance automatically.

3. **Choose a date and time**

Scroll the mini-calendar to AUGUST 2019 and then select a time slot from the provided list of options.

**Scheduling times:**      AUGUST 12 – 14, 2019  
Monday at 12:00pm to 5:30pm  
Tuesday at 9:45 am to 3:00pm  
Wednesday at 9:30am to 5:15pm

**Scheduling Window:**      Book any time before the NLC or 10 minutes before your intended appointment time.

**Booking Slot:**              20 minutes only. Please be mindful of your time.

**Cancellation Policy:**      Anytime

4. **Enter Your Information**

Your contact information lets us know who's coming for the appointment and what questions you have. Also, you can receive appointment confirmation and reminder messages.

5. **Book your appointment**

You'll see all the details of your appointment presented on the final screen. If everything looks good, click "Book Appointment." The next screen will confirm that your appointment was booked. You will also receive an automated confirmation email. You may also get an SMS/Text reminder.