

Presenter upload guide

A simple guide to securely sending presentation content to your event organiser.

1 Receive the secure email

AYRE Projects sends a presentation request containing your secure upload link.

2 Open your link

Follow the link in the email. Do not forward it to another person.

3 Verify your email

A one-time six-digit verification code is emailed to you. Enter it on the verification page.

4 Check the session details

Review the event, session date, time and room shown before uploading.

5 Upload the requested content

Choose the requested presentation or content file and submit it through the secure uploader.

6 Replace a file if needed

While the request remains open, return through your secure link and upload the latest version.

7 Your organiser can see it has arrived

AYRE and the organiser can see the received content and continue their review workflow.