

2024 ACNP Membership Nominator Instructions

Once the nominee has submitted you as one of their nominators, an email is sent directly from the system with the link to access the nomination. If you do not receive the email, please follow the instructions below:

- 1. Login at https://acnp.societyconference.com/v2/
- 2. Go to your Submissions Dashboard, which is listed in the green ACTIONS box on the righthand side of the screen, as shown below.



3. Once on your dashboard, you should see the nomination on your dashboard with the name of the nominee, below the blue boxes, as shown below. Click on the blue text for the nominator submission.

Click on 'Status' icon below to view the submission (in PDF format)

Status	My Submissions		Туре	Role
	Nominee Name	Nominations and	Associate Member	Nominator
	Promotions Submission		Nomination	
Not Started				

Please reach out to the Executive Office at <u>acnp@acnp.org</u> if you have any questions or need assistance.