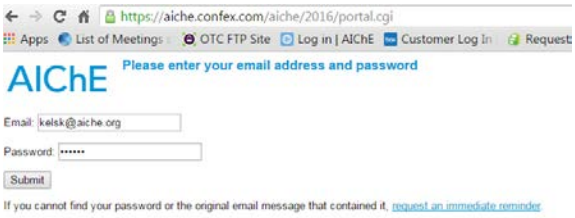
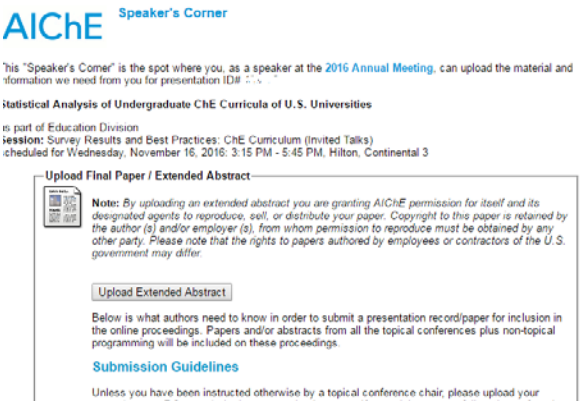
**Instructions for uploading a paper/presentation for inclusion in the 2016 Annual Meeting Proceedings**

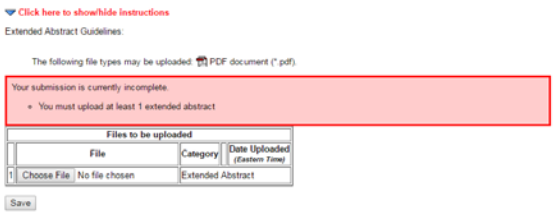
1. Go to https://aiche.confex.com/aiche/2016/portal.cgi and enter your email and password. Click submit.




2. Once you are in your speaker portal, click on the "Extended Abstract Upload" link underneath the paper for which you would like to upload.

3. On the next page, click the "Upload Extended Abstract" button.




4. Choose a file (note: must be a PDF document) and click "Save".