



RIMS2021

APRIL 18-21

Q&A

1. When is the deadline?
Monday, October 5 at 11:59pm EDT.
2. Can I access the link after the deadline?
No. Once the system shuts down at 11:59pm, you will no longer have access to the site.
3. Do I need to be a member of RIMS to submit a topic?
No. You do however have to have the knowledge of risk management to support your topic.
4. Can I submit a topic via email?
No. All submissions must be submitted electronically.
5. 5. How can I submit a topic for RIMS 2021?
Visit www.RIMS.org/2021SSF for more information, rules, and regulations.
6. I do not have an account.
If you have never logged in to our website, you will need to create a profile and password. It is the same as shopping online – it's the only way we can contact you, so make sure all information is complete and correct.
7. How do I create an account?
Once you access the submission website above, you will be given the option to create an account.
8. I do have an account but cannot remember my password?
Access the link and click on forgot password. For additional help contact our CST department at CST@RIMS.org.
Note: Do not create a new profile with new information. You need to update your current profile. When a new profile is created, you are also creating a new ID#. This can get confusing if you submit your topic under one ID# and trying to access (if accepted) with another ID#. Same goes for speakers...hence why some cannot access their profile due to duplicate records with different IDs.
9. Do I need to complete all information now?
You need to create a submission and complete all pertinent information required. When

finish click on the SUBMIT button. You have until the deadline to edit your submission(s).

10. Do I receive notification of my submission(s)?

Yes. You will receive an email with the submission name and number along with links to edit and create a new submission. Note: Make sure your email address is correct in your profile (contact information).

11. Do I need to add my speakers now?

Yes. We ask that you please add your speakers along with supporting documentation biography.

12. Will my speakers receive notification that they have been added to a topic?

Yes. Speakers will receive notification that you added them as a speaker—email will specify that the topic is not a confirmed session.

13. What is the maximum number of submissions I can submit? A company can submit up to 10 topics. Companies with subsidiaries can submit up to 15 topics (merged companies).

14. What if I go over my limit of submissions? There is no harm in adding 1 or 2 extra, but anything over will be required a phone call to ask which submissions take precedence.

15. Is there a tutorial?

Yes, click here for more information.

16. What format should all uploaded document be in?

All uploads like biography, PowerPoint etc. should be in pdf format.

17. When will I find out if my submission(s) is on the RIMS 2021 program? We will contact you via email by mid-November with our decision.

18. Will my speaker(s) receive notification on my submission status?

No. You will need to let your speakers know the status of your submission. If you have additional questions, contact Speakers@RIMS.org