

Sign in to Whova

On mobile app

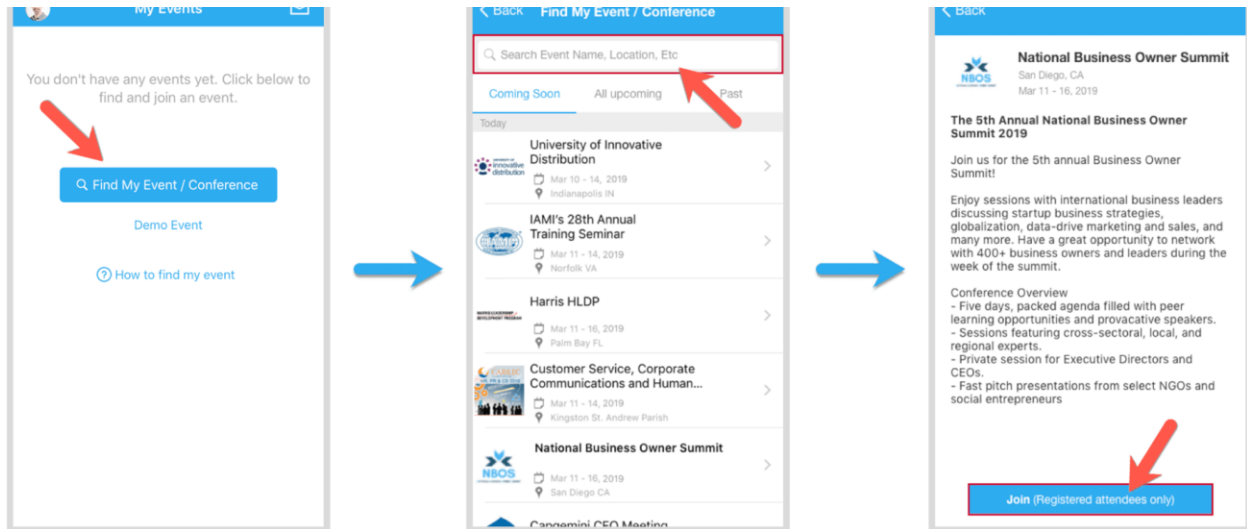
1. Enter the email address you used for event registration or use your social media account.

 To automatically log in to your event, please make sure to use the email you used when registering for the event.

2. Create a password and type in your name
3. Edit your profile. Other attendees will use this to network with you. So make it look nice 😊
4. The app will take you to your event page automatically if the organizers have updated the app with your registration information



If your event doesn't show up automatically, **search** for it. Then, click the **join** button on the bottom of the event description page, and enter the **event invitation code** the organizers sent you.

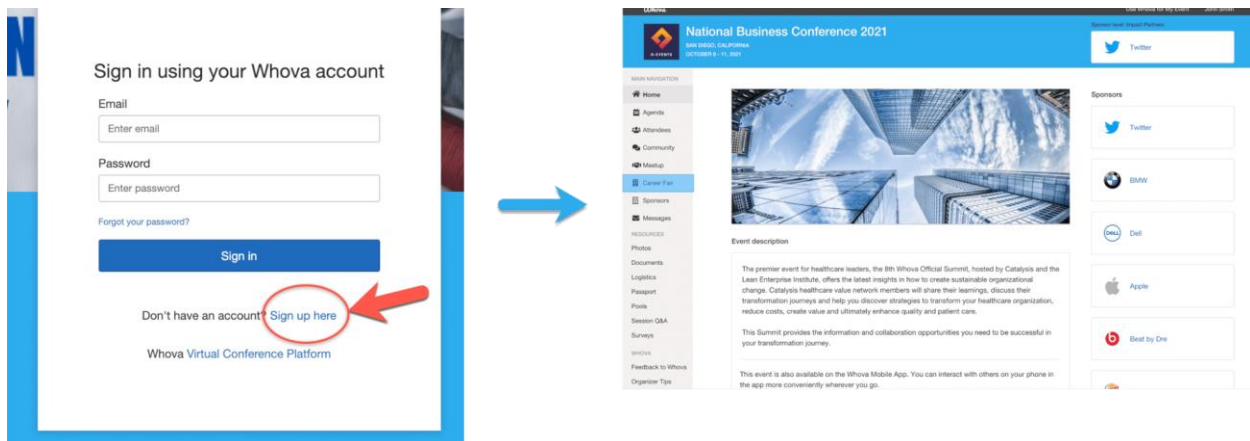


On web app

i If your event has live streaming for sessions, we suggest that you use Chrome browser for the web app. Some streaming software may have compatibility issues with other browsers.

1. Get the webapp link for your event from the event organizer and open the page. The link looks like “https://whova.com/portal/webapp/xxxx/”
2. Click “Sign up here” if you don’t have an account yet, and fill in your email and password.

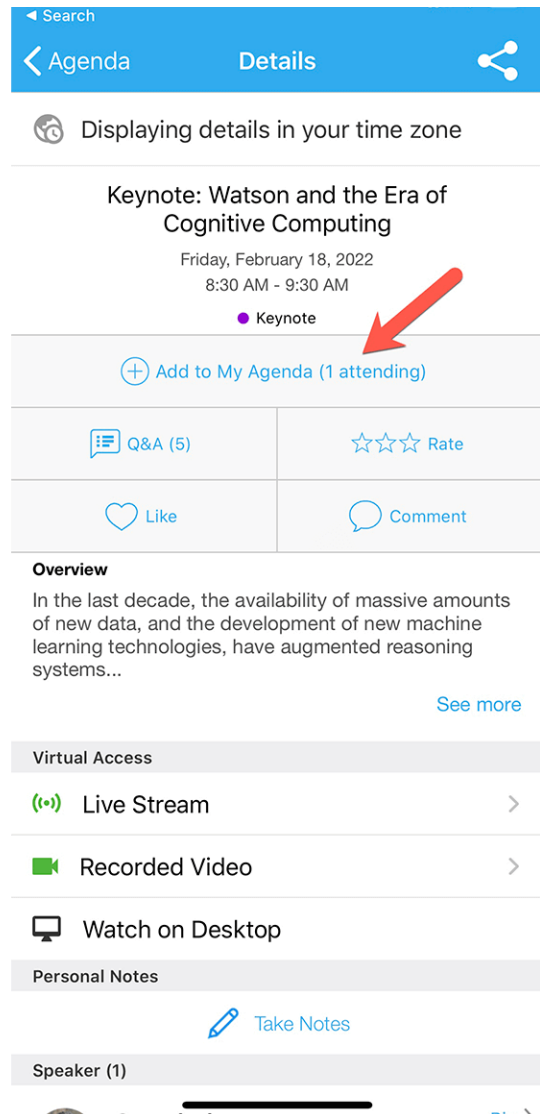
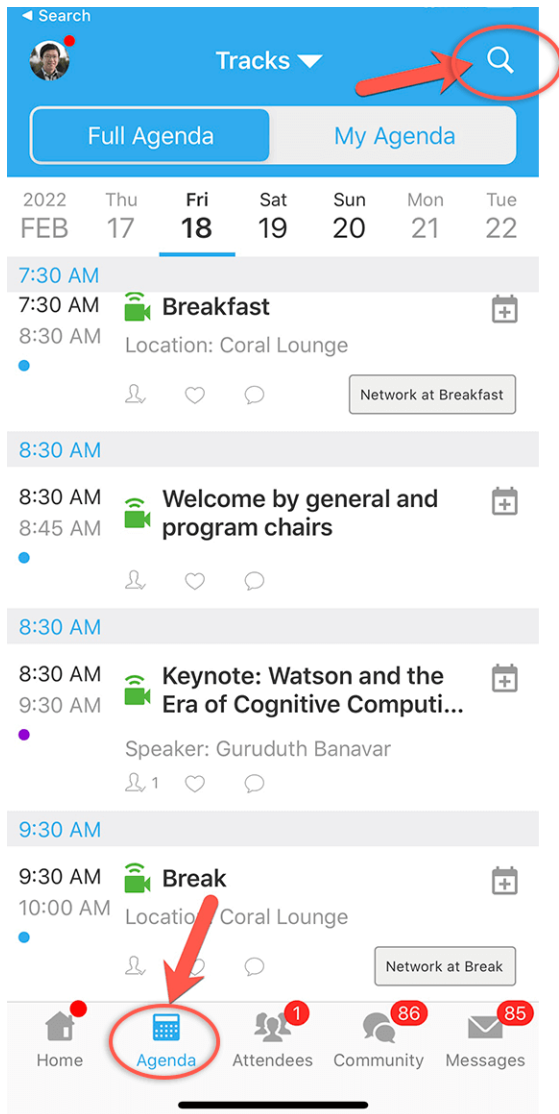
i Please make sure to use the email you used when registering the event. Otherwise it won’t allow you to join the event.
3. The app will automatically take you to the event main page.



View the agenda and plan your schedule

On mobile app

1. Find the Agenda tab at the bottom of the screen. You should see a list of sessions for that day.
2. You can move through different days by selecting the date you want to view on the calendar at the top of the agenda
3. Browse or search for sessions on the top bar.
4. Once you find the session you want to access, tap on it.
5. If the session is live, it will begin playing immediately upon entering. Otherwise, a message will indicate the scheduled start time.
6. If the session hasn't occurred yet, you can click Add to My Agenda to put the session on your own personal agenda and set a reminder.



On web app

1. Find the Agenda tab on the side of the screen. You should see a list of sessions for that day.
2. You can move through different days by selecting the date you want to view on the calendar at the top of the agenda
3. Browse or search for sessions on the top bar.
4. Once you find the session you want to access, tap on it.
5. If the session is live, it will begin playing immediately upon entering. Otherwise, a message will indicate the scheduled start time.
6. If the session hasn't occurred yet, you can click Add to My Agenda to put the session on your own personal agenda.

Feb 18 - 20, 2022

MAIN NAVIGATION

- Home
- Agenda**
- Attendees
- Community
- Exhibitors
- Sponsors
- Messages

RESOURCES

- Session Q&A
- Documents
- Logistics
- Polls
- Speakers
- Surveys
- Twitter

WHOVA

Filter by tracks

Full Agenda My Agenda

< Fri Feb 18 Sat Feb 19 Sun Feb 20 >

7:30 AM

Meal and Break

Breakfast

7:30 AM - 8:30 AM
Coral Lounge

View Session Add to My Agenda

8:30 AM

Meal and Break

Welcome by general and program chairs

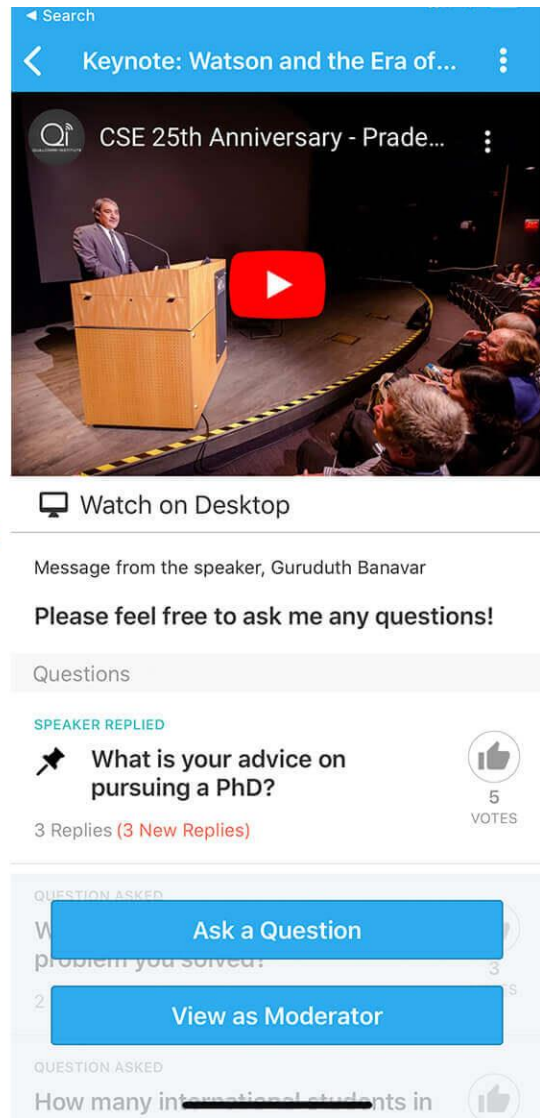
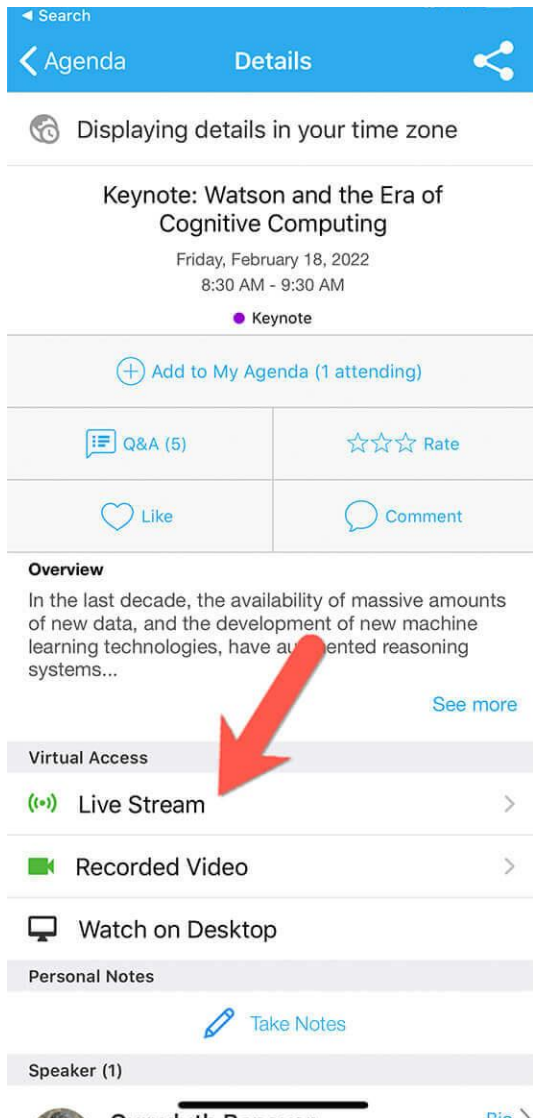
8:30 AM - 8:45 AM

View Session **Add to My Agenda**


Access live streams and session videos

On mobile app

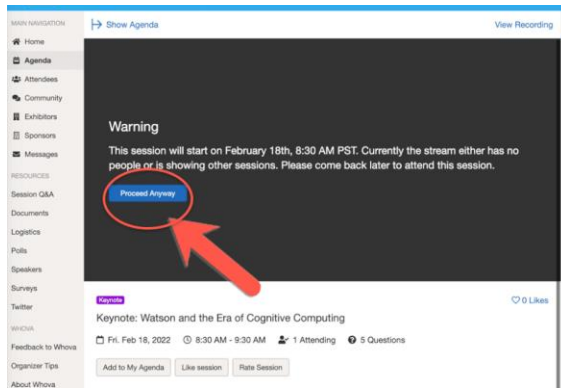
You can watch videos and livestreams directly through the agenda item. Once you've accessed the agenda item, click on one of the options beneath Virtual Access: either Live Stream or Recorded video.



On web app

 We suggest you use the Chrome browser to join the session streaming. Some streaming software may have compatibility issues with other browsers.

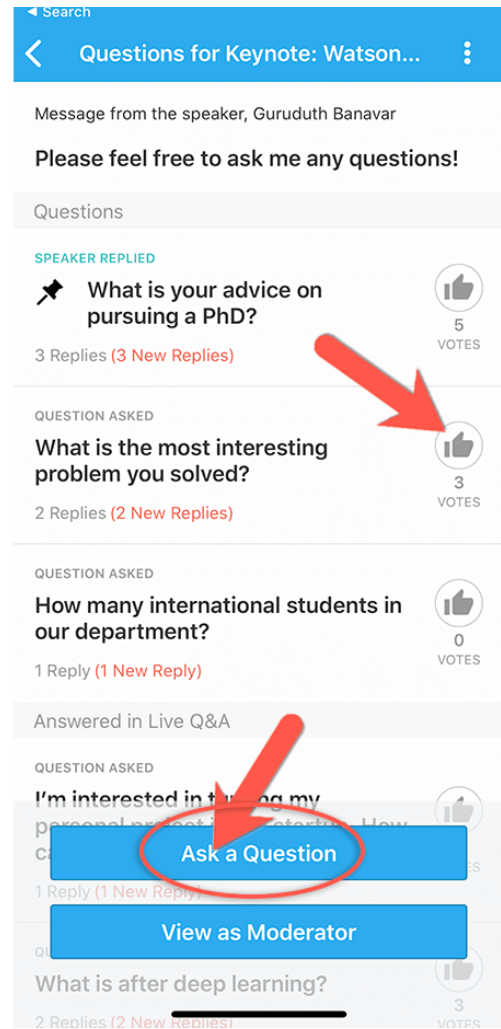
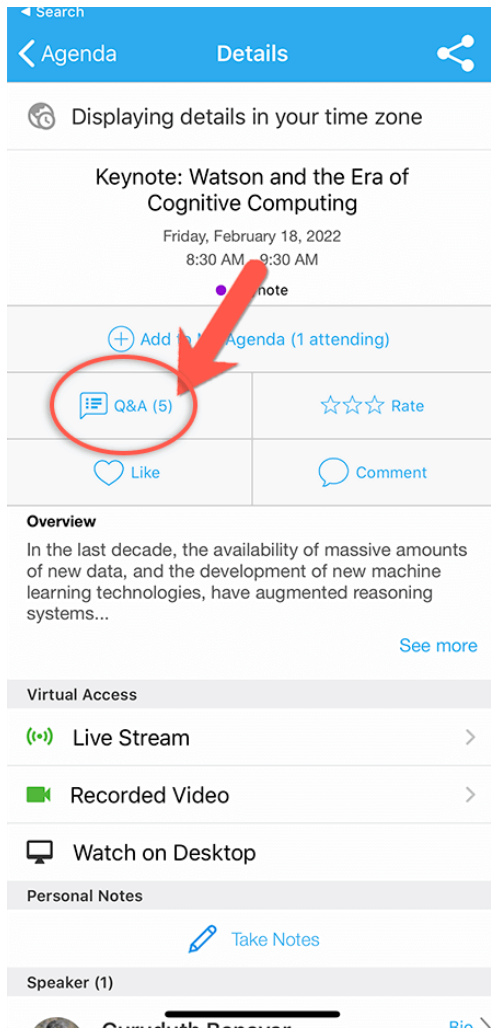
1. From the agenda list, click the session you want to watch the stream or video. There is a green camera icon for the sessions with streaming or video.
2. If the streaming screen directly shows up, click “Proceed” to start watching the stream. Otherwise click “View livestream” button to open a separate streaming page to watch.



Use session Q&A

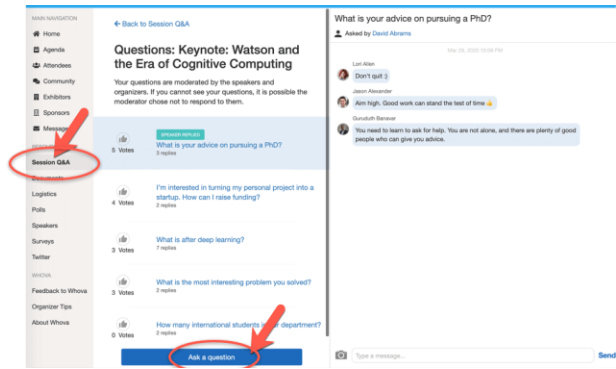
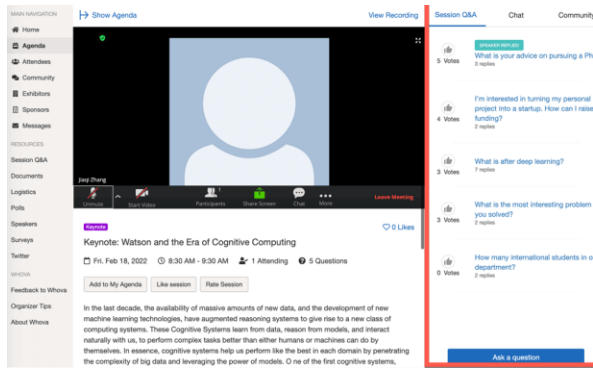
On mobile app

- Option 1: On the session detail page, tap the “Q&A” button; on the next page, view the existing questions, vote on the questions you are interested in, or click “Ask a Question” to ask a new one
- Option 2: On the event main page, tap “Session Q&A” button; find the session you want to ask questions in, and tap on it.



On web app

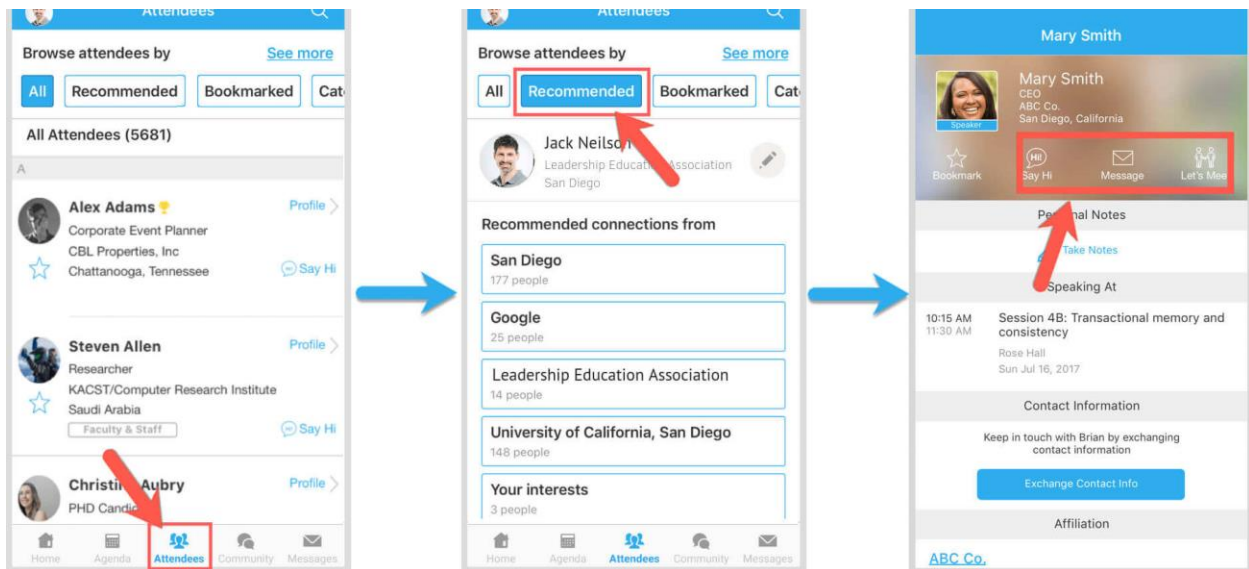
- Option 1: You can access three tabs on the right hand side of the virtual session: Session Q&A, Chat, and Community. You can submit questions for the presenter through Session Q&A, participate in ongoing discussions with the other attendees viewing the session through Chat, and browse the Community Board function through Community
- Option 2: You can use this function through the “Session Q&A” tab on the left hand sidebar underneath Resources.



See who is attending the event

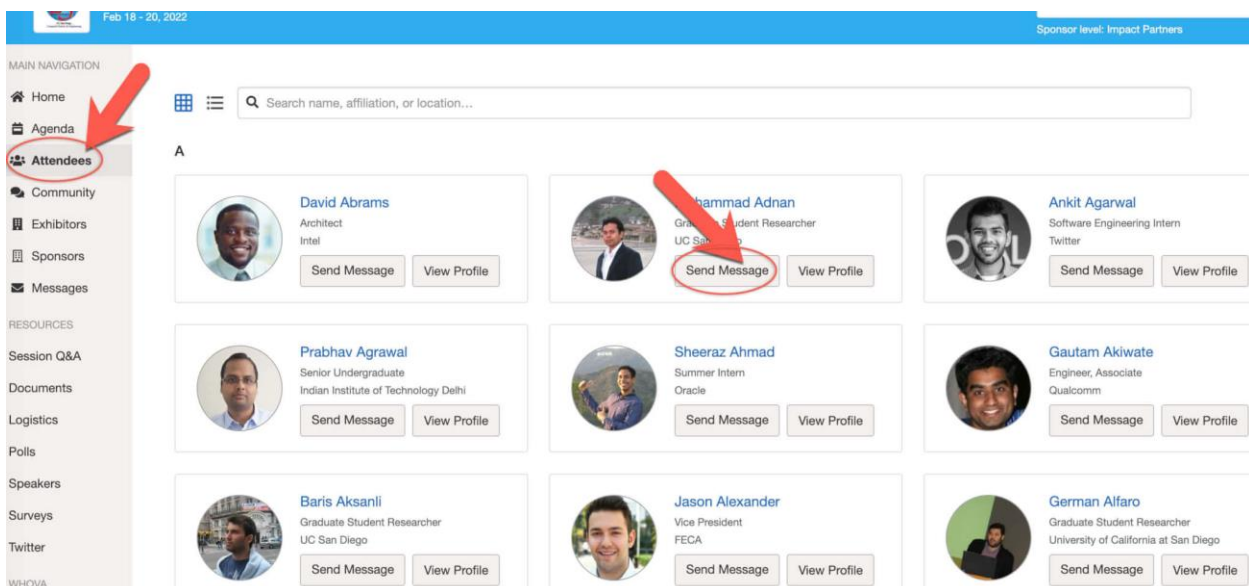
On mobile app

1. Click the “Attendees” tab on the bottom of the screen to browse the attendee list.
2. At the top of the page, you can search attendees by keywords such as company name or title. In their professional profiles, you can take notes or request contact information.
3. To find people with common backgrounds and interests, click the Recommended tab on the top of the Attendees list to find Whova’s recommendations about people you may be interested in networking with. Click into each item to see attendees who come from the same city or have the same affiliations, educational background, or interests as you.
4. Say Hi with one click or start a private chat by clicking the Message button. You can convert it to a private group chat by inviting more people.



On web app

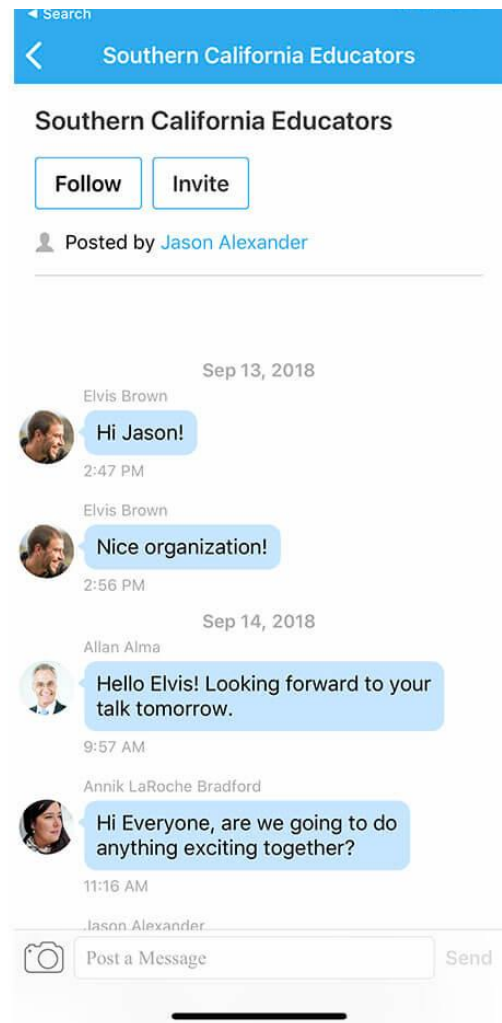
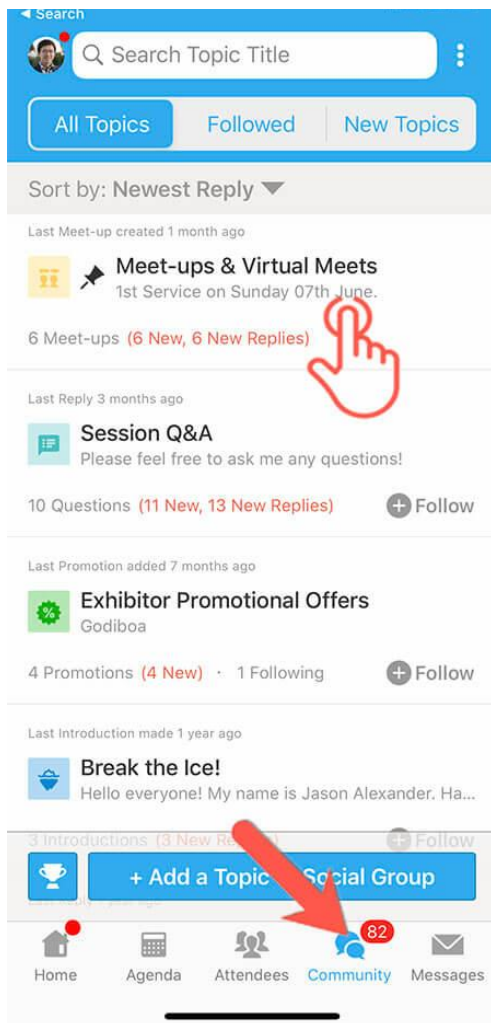
1. Click the “Attendees” tab on the left side of the screen under Main Navigation.
2. At the top of the page, you can search attendees by keywords such as company name or title.
3. To start a conversation, click Send Message to begin a chat.



Join discussion on the community board

On mobile app

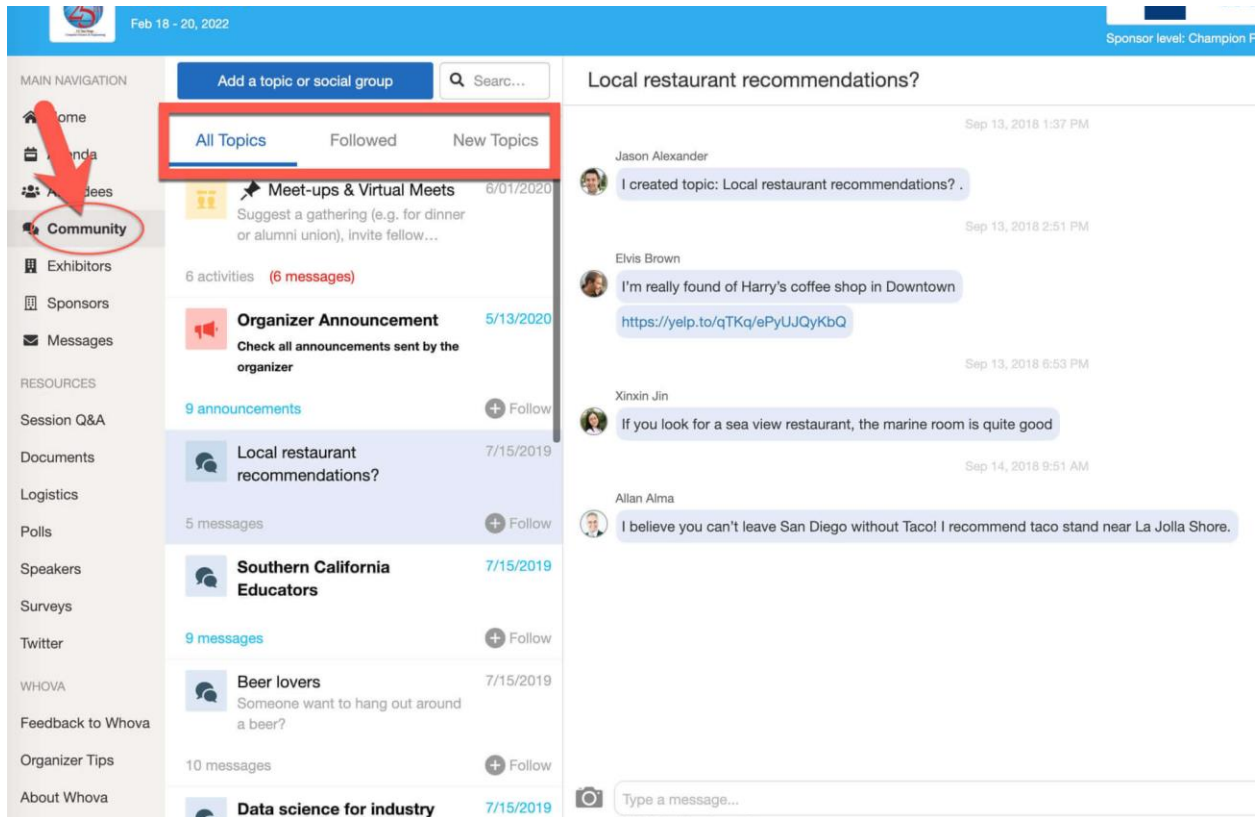
1. Click the Community tab (on the bottom of the screen and on the left hand side on desktop)
2. Create a new conversation topic, or tap the topic to join existing topics like “Meet-ups.”
3. Click Follow directly next to the topics on the Community Board that you want to stay up to date with. To find the topics you’re following, choose between three tabs near the top of the page: All Topics, Followed, and New Topics.



On web app

1. Click the Community tab on the side menu to the left of the screen

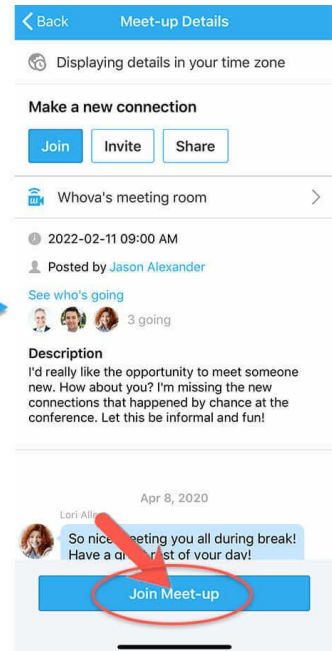
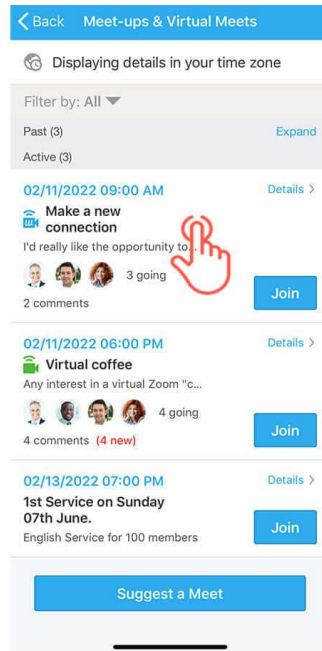
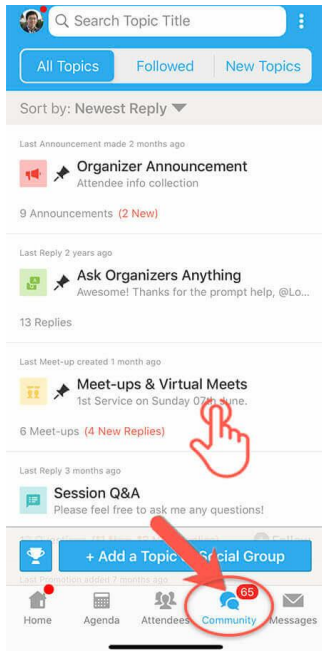
2. Create a new conversation topic, or use existing topics like “Meet-ups.”
3. Click Follow directly next to the topics on the Community Board that you want to stay up to date with. To find the topics you’re following, choose between three tabs near the top of the topics list section: All Topics, Followed, and New Topics.



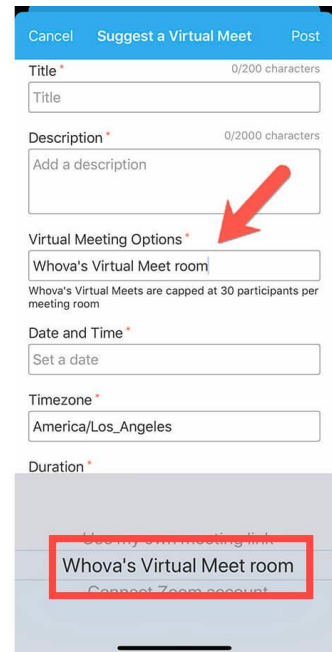
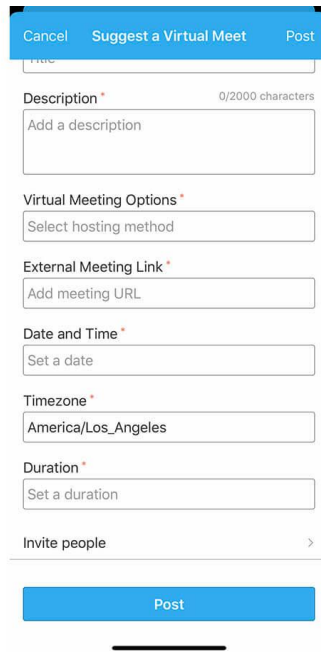
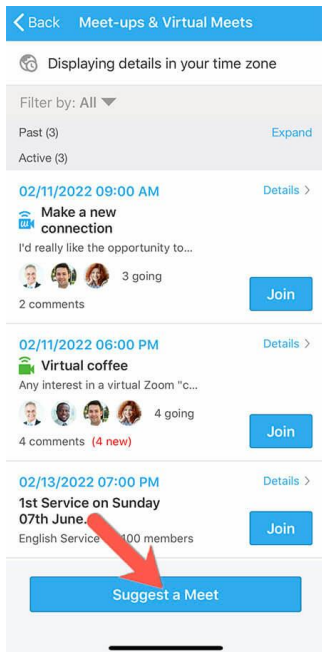
Start or join a virtual meetup

On mobile app

1. Go to the Community Board, and find the board for Meet-ups and Virtual Meets.
2. Find the meet-up you are interested in, join directly, or tap into it to see more details, and then tap “Join”



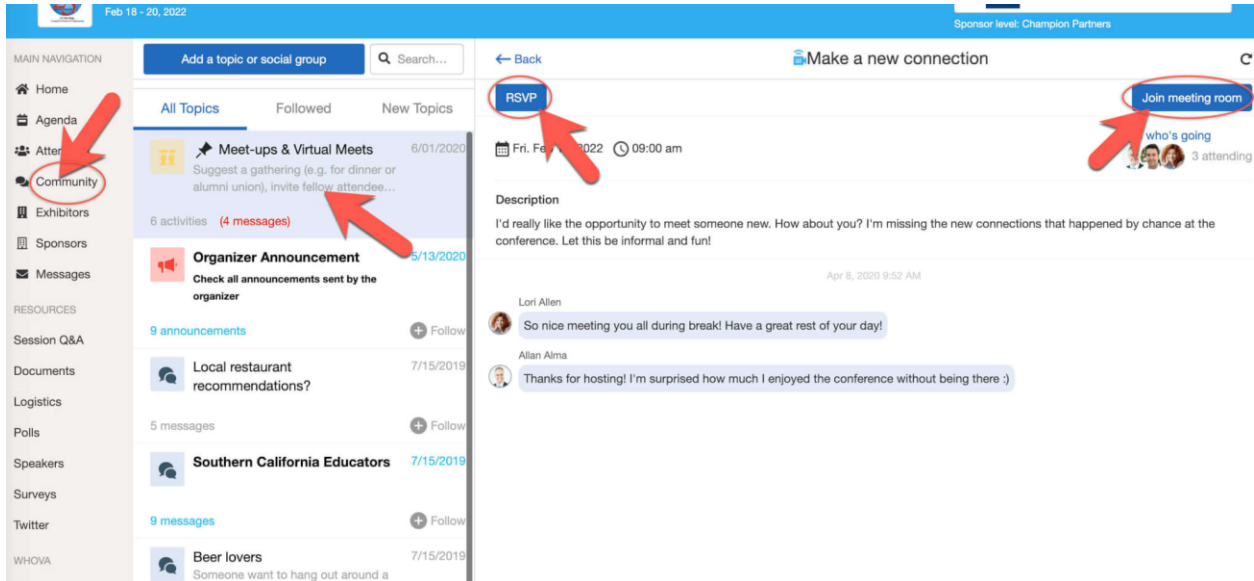
You can also suggest a new meetup by tapping “Suggest a Meet”, and inputting the details. If you know someone will be interested, **don't forget to invite** them as well. If you have a meeting link, you can copy-paste there. Otherwise you can use **Whova's virtual meet room**, which allows up to 30 participants.



On web app

1. Go to the Community Board, and find the board for Meet-ups and Virtual Meets.

- Find the meetup you are interested in, join directly, or click into it to see more details, and then click “RSVP”
- When the meetup starts, click “Join meeting room” to start chatting!



You can also suggest a new meetup by tapping “Suggest a Meet”, and inputting the details. If you have a meeting link, you can copy-paste there. Otherwise you can use **Whova’s virtual meet room**.

