A. This is the starting point once you have logged into the virtual event. From here, you can enter any of the Main Halls by clicking a location in the event navigation or one of the Hall links in the environment.

B. You can also view and share the event greeting. The greeting automatically begins the first time that you arrive at the event. For each additional visit, you will need to click on the greeting to have it play again.
Virtual Events
Exploring the Lobby

A. If you need assistance, click on the Help Desk link. In a new room you can access FAQs and chat directly with support staff.

B. Click here to play Introduction video again.

C. Various call-to-action such as surveys or client advertisements.

Note: Lobby or Main Hall template may be different and may not include navigation signs for the locations available as illustrated above. You can always navigate via the expandable navigation bar.
Virtual Events
Auditorium

THE AUDITORIUM
A. Watch Presentations.
B. Event navigation or one of the Hall links in the environment.
C. Various call-to-action such as surveys or client advertisements.

LIVE PRESENTATIONS
D. All ‘live’ webinars will say so to the left of their description and will have a ‘Launch’ button available to open them.
E. If you do not see ‘live’ and see ‘Scheduled’ instead of ‘Launch’, then the webinar is scheduled for a later time. You can look to the right of the webinar’s description, near the share features, in order to see when it will be coming up.
F. All times that you see are set by the time zone set on your personal computer.
BOOTH ICONS
A. To enter any booth, simply click on that booth's sign. Mouse-over the booth sign for additional information. Enter the sponsors booth for useful content, chat with representatives, and more.

NAVIGATION BAR
B. You can also enter the booths by clicking on the Exhibit Hall navigation bar icon. This will display a list of all the booths in the Exhibit Hall. Clicking on the booth name will take you into that booth.
Virtual Events
Exploring Booths

BOOTH ITEMS

A. Booth chat with a rep.
B. Connect with booth sponsor via their social media links.
C. Menus and clickable areas may vary and may be direct links or open content windows containing additional resources for viewing or downloading.
D. When present, click on product images for additional product information.
E. Various call-to-action such as surveys and prize giveaways.
F. View a list of reps you can speak to or open the public chat.

CONTENT WINDOWS

G. You can use the filter drop-down to see items by a specific content type or by one of many categories available. The content items vary from presentation slides, surveys, to sponsor content.
H. You can click on ‘Launch’, ‘Play’, or ‘View’ for any content item in the listing to open them.
I. To the right, you can rate or share them on social media or save them to your briefcase for later viewing or bulk download.
**SEARCH**

A. Search for content site wide.

B. Search for attendees site wide or by location - you can also initiate a 1:1 chat.

**CHAT**

C. Booth chat with a rep, 1:1 and Small Group Chat, or enter a chat queue. View a list of reps or open the public chat.

**ROTATING PROMOTIONS**

D. Watch for a variety of promotions offered at different times during the live and on-demand event.

**ANNOUNCEMENTS**

E. Messages appear at the top of the environment and include links to highlighted agenda items, specific content, or booths/sponsors.

**BREIFCASE**

F. Add to your briefcase specific documents, links, videos and other content.
Virtual Events
Exploring Booths

**BOOTH ITEMS**

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B. Connect with booth sponsor via their social media links.
C. Menus and clickable areas may vary and may be direct links or open content windows containing additional resources for viewing or downloading.
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H. You can click on ‘Launch’, ‘Play’, or ‘View’ for any content item in the listing to open them.
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Virtual Events
Breakout Sessions

BREAKOUT SESSIONS

A. Day 1 and Day 2 options open a dedicated room for that day's list of presentations.

B. View full meeting agenda

C. Breakout schedule. Menu and clickable areas may vary and may be direct links or open content windows containing additional resources for viewing or downloading.
A. Virtual poster sessions offer the opportunity to present data to a global audience via a PDF poster and video summary, and discuss results with interested colleagues through email.

B. Click here if you are interested in reviewing and scoring a featured poster.
### A. The Networking Lounge

The Networking Lounge is a space available for all attendees and sponsors to come together and chat. Think of it like a physical trade show Networking Lounge, where you can make connections.

<table>
<thead>
<tr>
<th>Current Participant</th>
<th>Time</th>
<th>Message</th>
</tr>
</thead>
<tbody>
<tr>
<td>Szezen Banan</td>
<td>02/07/2018 03:32 pm</td>
<td>Thank you, Andrew, for sharing information about 3D scanning technology for subcutaneous tumour. Love the technology!</td>
</tr>
<tr>
<td>Andrew Smith</td>
<td>02/07/2018 03:28 pm</td>
<td>Hi everyone, discovering the new revolutionary 3D scanning technology for subcutaneous tumour measuring in mice in the poster section!</td>
</tr>
<tr>
<td>Guillermo Garcia</td>
<td>02/07/2018 01:27 pm</td>
<td>Hola, buena tarde desde Tecámac, Estado de México.</td>
</tr>
<tr>
<td>Krista Scoggin</td>
<td>02/07/2018 12:19 pm</td>
<td>Thank you, Dave.</td>
</tr>
<tr>
<td>Graciela Cabeza Perez</td>
<td>02/07/2018 11:52 pm</td>
<td>Hello, good morning from Guernaca Morelos Mexico</td>
</tr>
<tr>
<td>Dave Delugan</td>
<td>02/07/2018 11:44 pm</td>
<td>Hi Krista Scoggin, please bring your question to the LabRoots Help Desk located at the bottom of this screen (purple navigation icon). Thanks for checking it!</td>
</tr>
<tr>
<td>Krista Scoggin</td>
<td>02/07/2018 11:33 pm</td>
<td>I watched Tim McDole’s presentation and would like to know whether general researchers (who are not Wellness First members) could obtain any of the Wellness First e-newsletters that were shown in one of the slides. I searched the web and did not see a link.</td>
</tr>
<tr>
<td>Darcy Huff</td>
<td>02/07/2018 11:12 am</td>
<td>Good Morning</td>
</tr>
</tbody>
</table>
A. If you need assistance at any time, click on the 'Chat with Support' button and chat directly with support staff.

B. Additionally, click on the public group chat to get technical assistance with your experience.

C. The FAQ link will direct you to our website FAQs to answer common questions.

D. Download the Attendee Guide PDF, which may be updated from time to time with new features.