



# LET'S GET DIGITAL

Digital that *feels like physical*

Participant Guide



# Why Attend the Virtual Event?

## ★ **EXPERIENCE**

Join digitally from anywhere in the world but get the same experience as you would if you physically attended!

## ★ **CONTENT**

Let the speakers take the stage & interactively engage in presentations, discussions and workshops.

## ★ **CONNECTIONS**

Network via chat or video with the right people - speakers, attendees or company representatives. Look out for the matches created for you based on your interests!

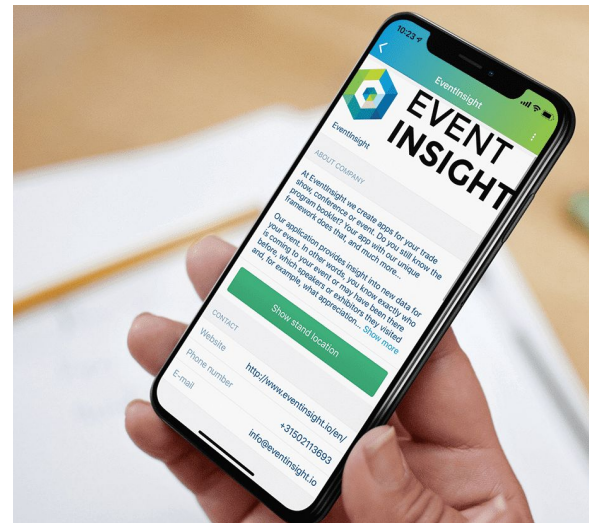
## ★ **LASTING VALUE**

Leave the event with new connections, relevant insights & valuable material.



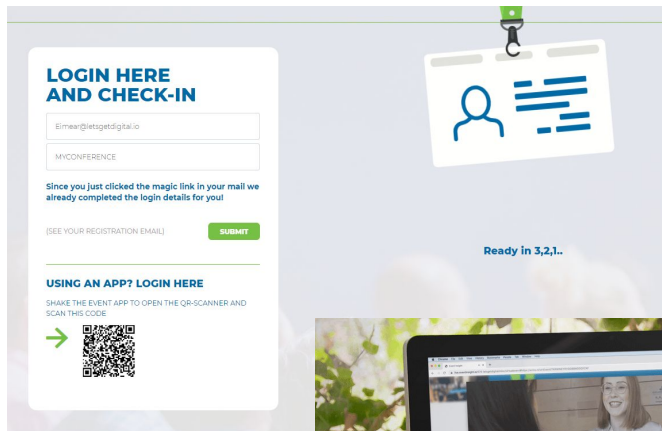
# 1. Before the Event

- ★ **SAVE THE DATE**  
Block the event in your agenda so you don't miss out!
- ★ **DOWNLOAD THE EVENT APPLICATION**  
Download in the AppStore or PlayStore, login with your event credentials & start your event experience!
- ★ **COMPLETE PROFILE**  
Add your profile photo, contact information, bio & interests!
- ★ **GET PLANNING**  
Check out the program, create your personal program, schedule appointments!
- ★ **GET INTERACTIVE**  
Chat with attendees, make connections & more!



## 2. Day of Event

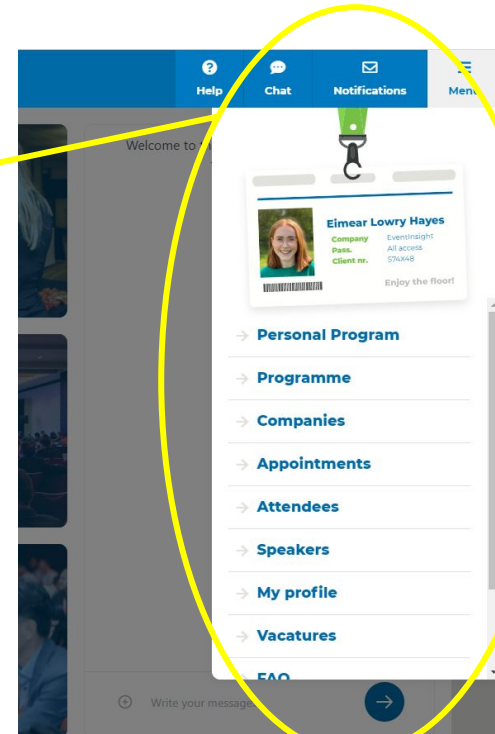
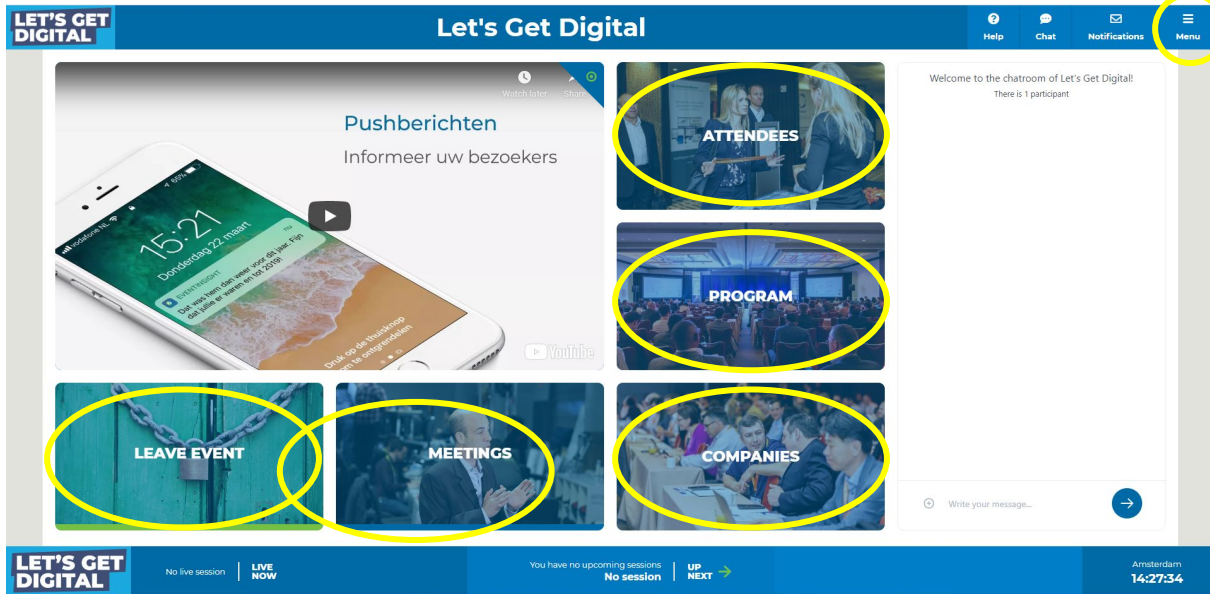
- ★ **CHECK-IN & GET GOING**  
Enter your personal login details  
(received in email)
- ★ **ACCEPT PRIVACY SETTINGS**  
Remember, you can always change  
your profile privacy!
- ★ **TAKE THE TOUR**  
Get an introduction to the platform  
& explore!
- ★ **SAY HELLO**  
Already greet and chat with others  
at the event via the lobby chatbox!



## 2. Day of Event

★ Easily access everything you need via;

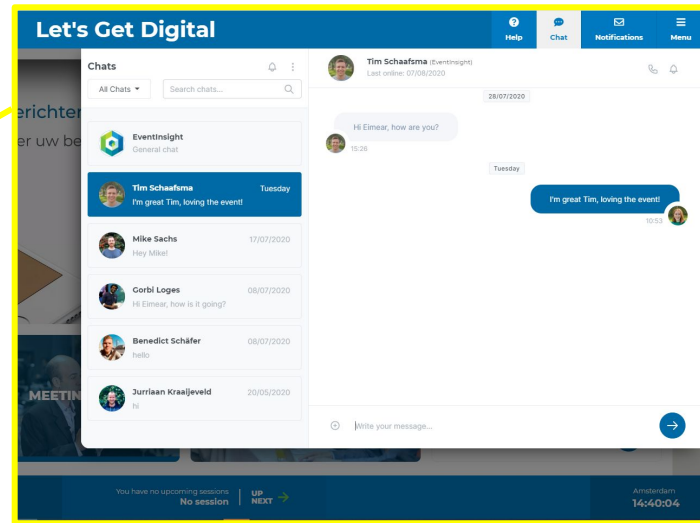
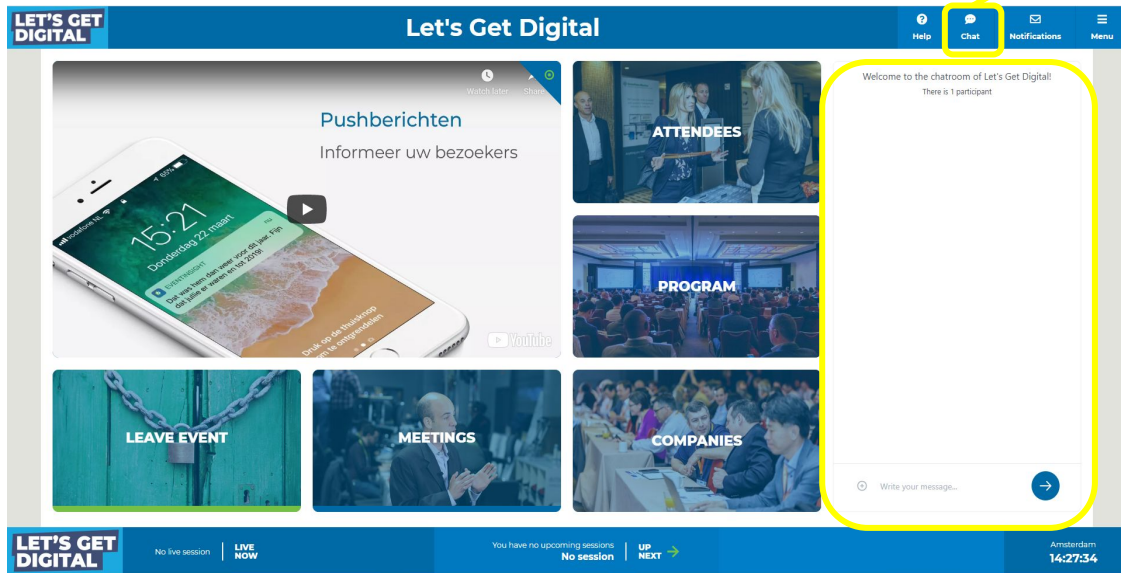
- The Lobby tiles
- The drop-down menu



## 2. Day of Event

★ Chat with other people at the event via;

- The Lobby chatbox
- The chat icon

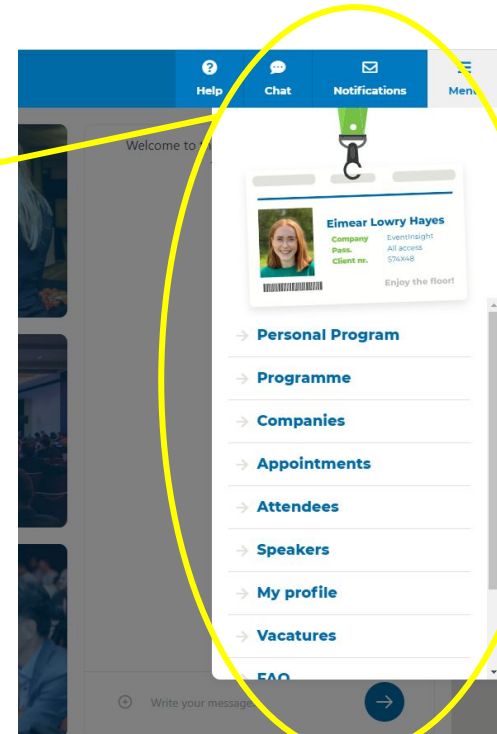
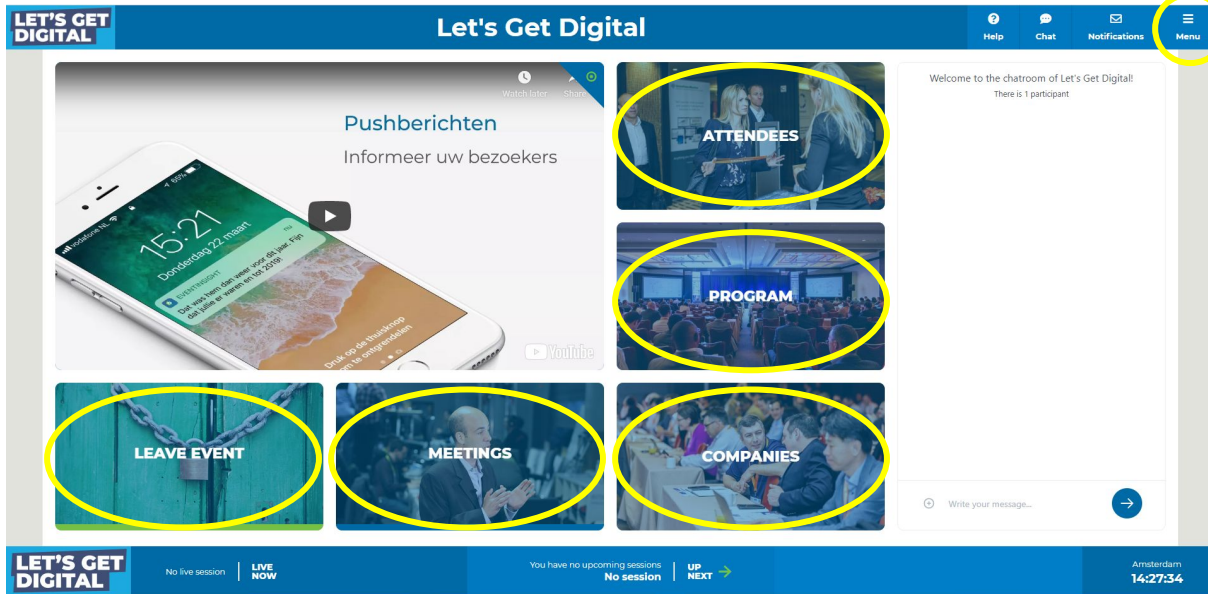




## 2. Day of Event

### ★ Stay notified when;

- You have something coming up in your program
- When you have connection or meeting requests



## 2. Day of Event - Make the most of...

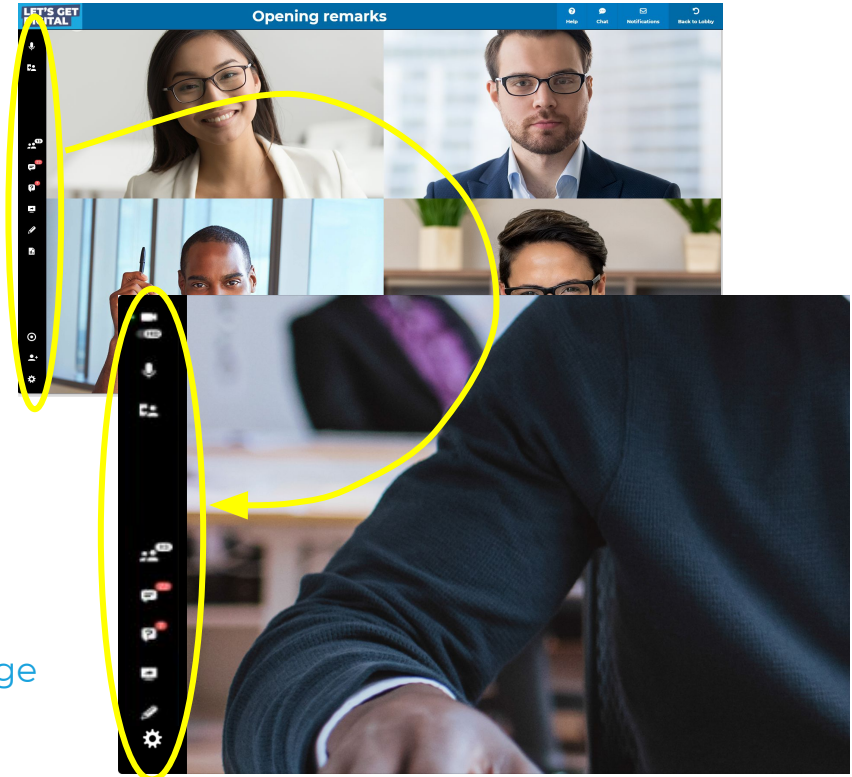
### ... THE PROGRAM

#### ★ How do I join a program item?

- > Click on 'Program'
- > Click on the program item of your choice
- > Click on 'Enter room'

#### ★ What can I do in a session?

- Watch content
- Select your preferred view layout
- Chat via the audience chatbox
- Ask and/or upvote questions
- Vote in polls
- 'Raise a hand' & join the speaker(s) onstage
- Breakout into smaller working groups





## 2. Day of Event - Make the most of...

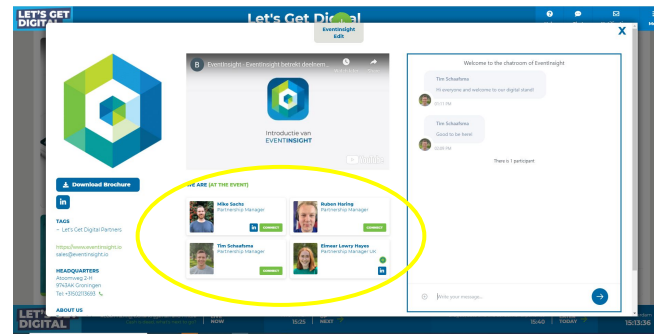
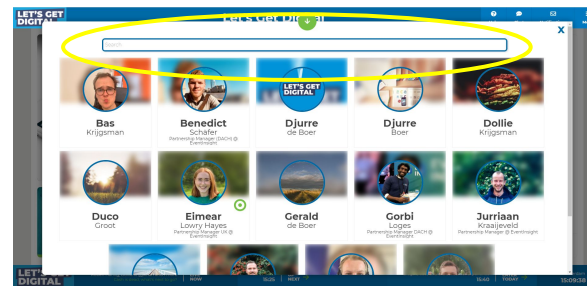
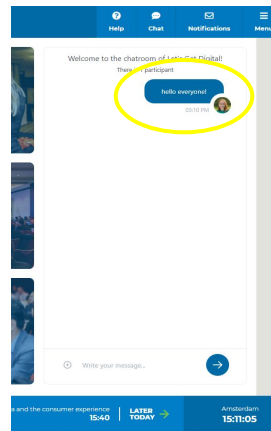
### ... NETWORKING

#### ★ How do I find people at the event?

**Option 1.** Click on a person's name above their message in the Lobby chatbox

**Option 2.** Click on 'Attendees' in the dropdown menu. You can filter according to who you are searching for!

**Option 3.** Find people (company representatives) listed on the company booth pages

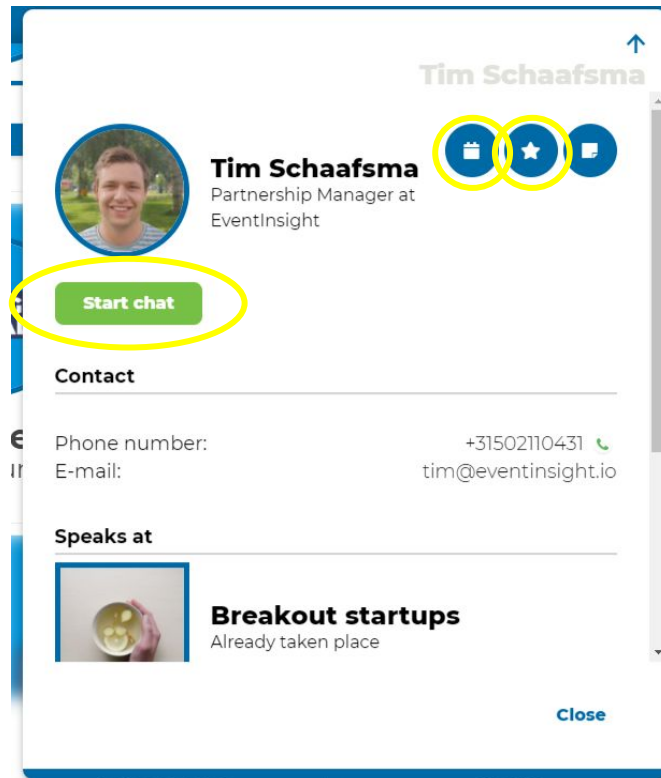
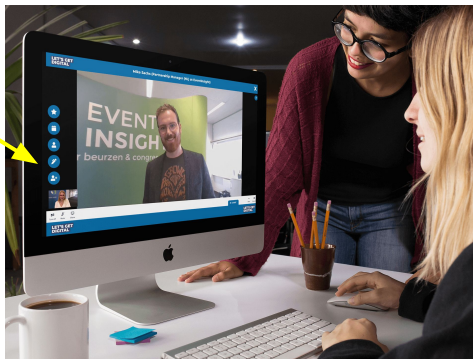


## 2. Day of Event - Make the most of...

### ... NETWORKING

#### ★ How can I network with people at the event?

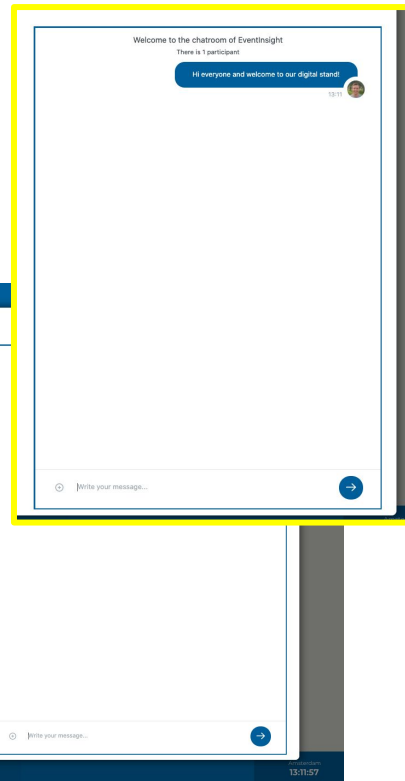
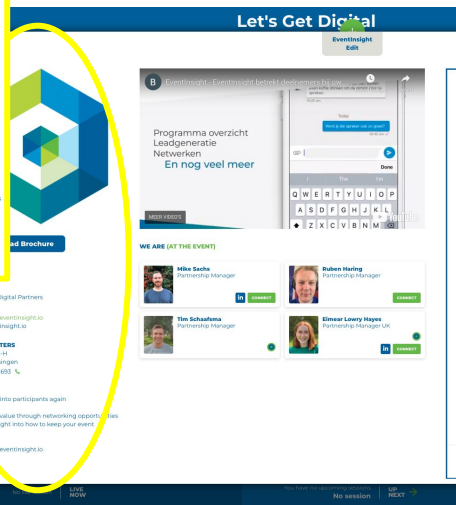
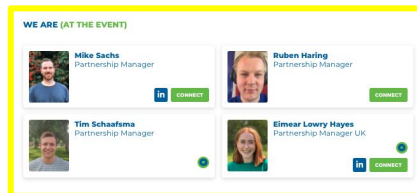
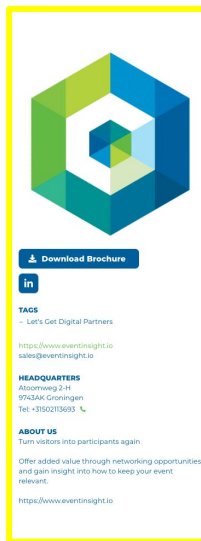
- 1-on-1 messages (Start chat)
- Instant video chat
- Schedule an appointment
- Add to connection
- Join a networking carousel!



## 2. Day of Event - Make the most of...

### ... THE EXHIBITION

- ★ **Find companies**  
Search & filter the list to find the companies that are a fit for you!
- ★ **Download materials**  
Brochures & info are a click away!
- ★ **Interact & ask!**  
Chat via the company chatbox (public) & ask questions to the representatives.
- ★ **Want to chat 1-on-1?**  
Then click on one of the representatives profiles!



### 3. After the event

#### ★ **CONTINUE GETTING VALUE**

Use the application for 3 months after the event has ended.

- ★ **Continue conversations**
- ★ **Make even more connections**
- ★ **Downloads handouts & brochures**

#### ★ **DID YOU MISS ANYTHING?**

Login back into the event 24 hours later to watch all recorded content on-demand!





**LET'S GET  
DIGITAL**

*Digital that feels like physical*

A COOPERATION BETWEEN:

**aanmelder.nl**



**bano**  
engaging audiences

Founded  
in Groningen

