

**We look forward to welcoming you online!**

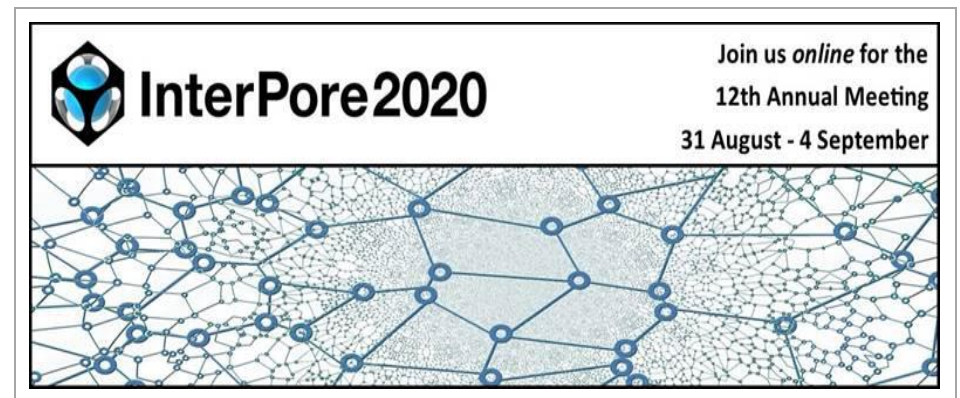
Welcome! And thank you for attending InterPore2020.

This handbook is a guide for attendees of InterPore2020.

With the adjustment to an online conference there may be some unknowns that come up along the way, please do not hesitate to contact the InterPore Executive Office with questions or comments about this handbook [conference2020@interpore.org](mailto:conference2020@interpore.org). We are excited to be working with you and look forward to having a successful conference.

# InterPore2020 online 12<sup>th</sup> Annual Meeting

## ATTENDEE HANDBOOK



**31 AUGUST 2020 TO 4 SEPTEMBER 2020**

**[www.interpore.org/2020](http://www.interpore.org/2020)**



**31 August 2020 to 4 September 2020**  
**[www.interpore.org/2020](http://www.interpore.org/2020)**

## Before the Conference:

Access your Whova account using the Desktop link given below or by downloading the app to your mobile phone. We recommend updating your browser for best functionality during the conference.

**Important Note:** for logging into Whova, you must use the same email address that you used in your registration for the InterPore2020 conference.

Access the Whova desktop app with the link:

[https://whova.com/portal/webapp/inter\\_202005/](https://whova.com/portal/webapp/inter_202005/)

OR download the app for mobile phones:

[https://whova.com/portal/inter\\_202005/?source=download\\_page](https://whova.com/portal/inter_202005/?source=download_page)



Create your attendee profile in Whova. Remember your profile will be seen by other attendees, sponsors, and exhibitors. So, make sure to include detailed information for making connections and networking. For general information about Whova see <https://whova.com/faq/> For more information about using Whova in connection with InterPore 2020 see appendix A.

## A few days before the Conference:

Pre-recorded video sessions are **now** available for viewing. Please find pre-recorded videos in the conference agenda on August 30, 2020. Please watch presentations of your choice and send questions via chat boxes to presenters for live Q&A sessions (Appendices B & C).

Check the detailed program agenda for the time and date of presentations you wish to attend.

Create your personalized agenda for live conference (Appendix D).

Explore the virtual conference area – exhibitor spaces, sponsors info, and special events (Appendix E)

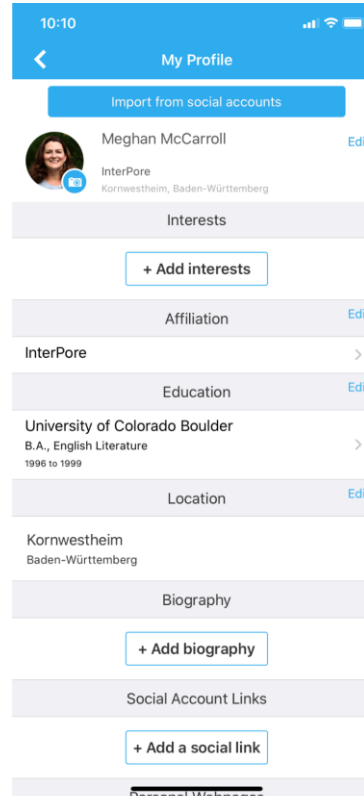
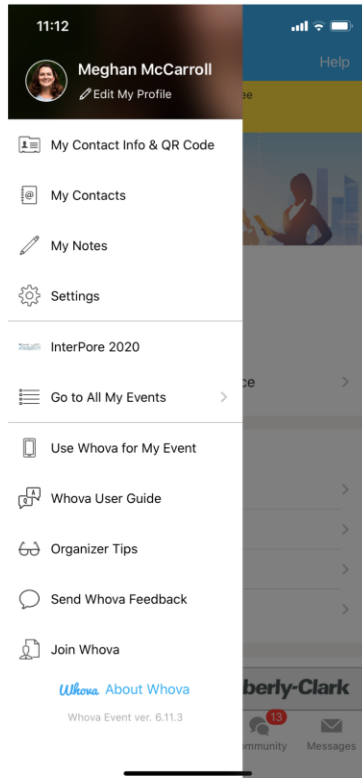
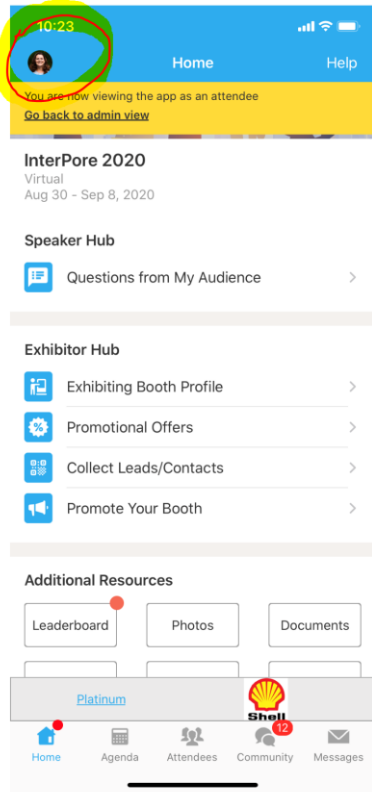
Review Code of Conduct (Appendix F)



31 August 2020 to 4 September 2020  
[www.interpore.org/2020](http://www.interpore.org/2020)

# APPENDIX A How to build your profile in Whova

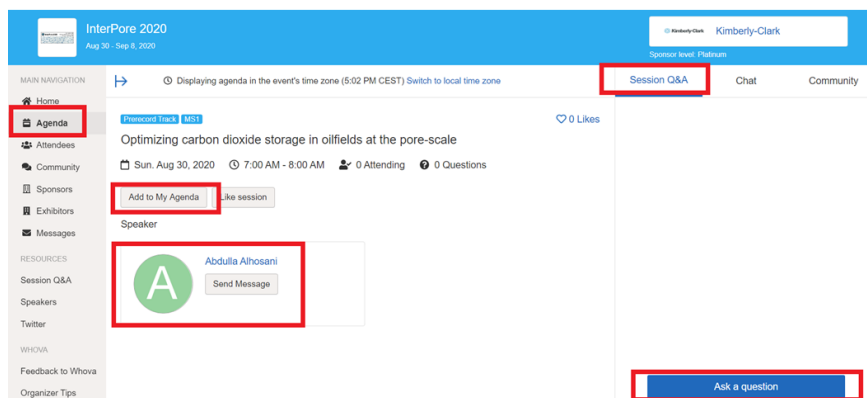
\*only with the mobile app of Whova can you make edits of your personal profile



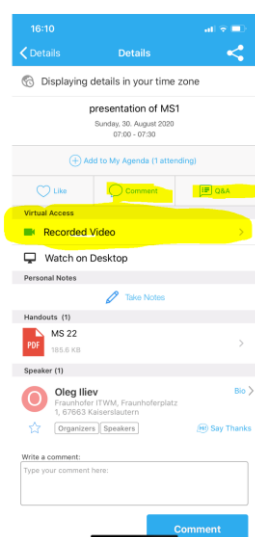
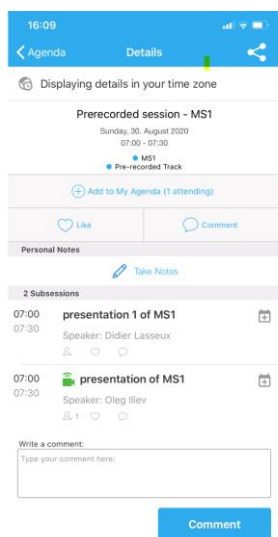
# APPENDIX B How to watch pre-recorded videos

## From Whova on desktop:

- (1) Login the website with your email address of Indico, [https://whova.com/portal/webapp/inter\\_202005/](https://whova.com/portal/webapp/inter_202005/), or login the Whova Mobile APP.
- (2) Watch the prerecorded videos in **Agenda**. You can add interested sessions to you agenda by clicking “Add to My Agenda” and propose your questions in “Session Q&A” by clicking “Ask a question”.
- (3) Click the speaker’s name in Moblie APP, you will see all the presentations of the same speaker.



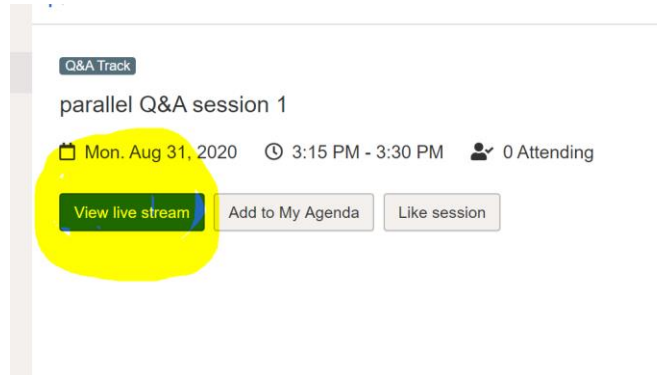
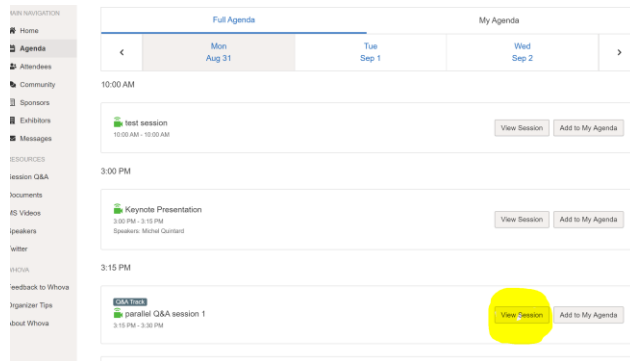
## From Whova on mobile phone:



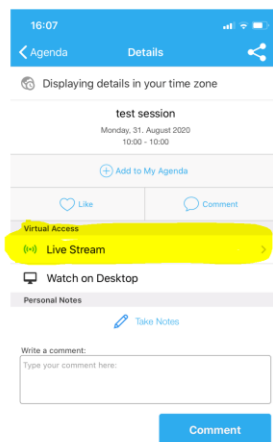
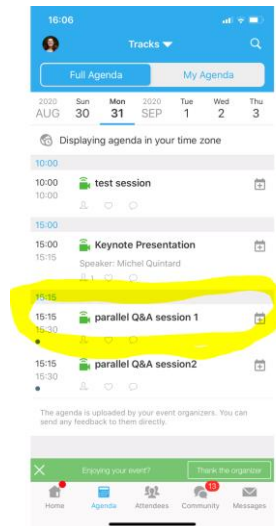
# APPENDIX C How to attend the live sessions

The live sessions contain the plenary/invited presentations and Q&A session for each minisymposia.

## From Whova on desktop



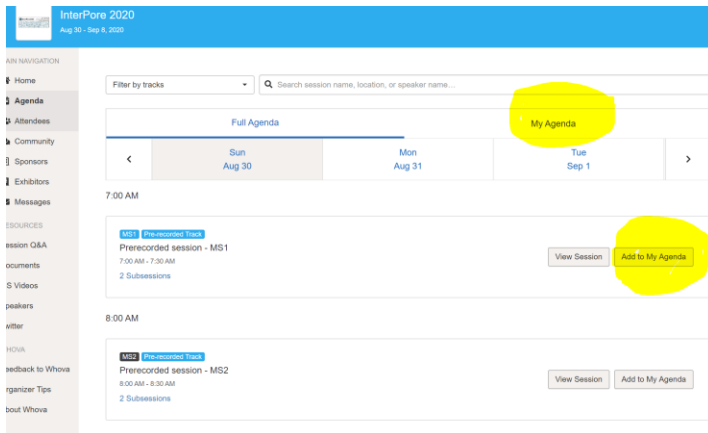
## From Whova on mobile phone:



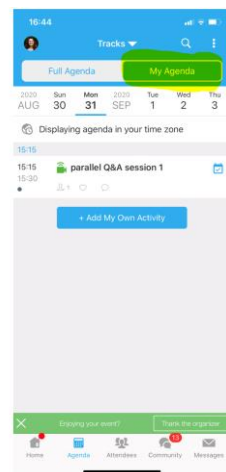
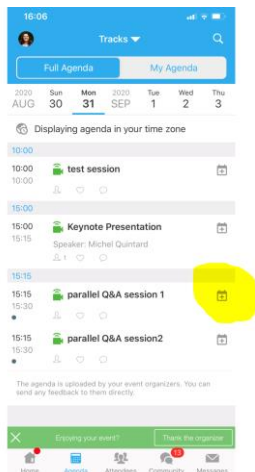
# APPENDIX D How to create your personal agenda

## From Whova on desktop:

Sessions added to “My Agenda” can be found when “My Agenda” is clicked



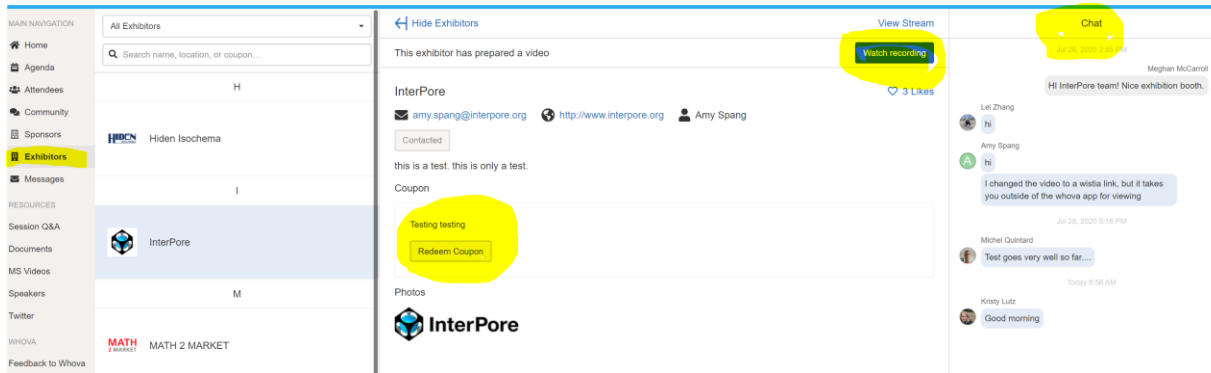
## From Whova on mobile phone:



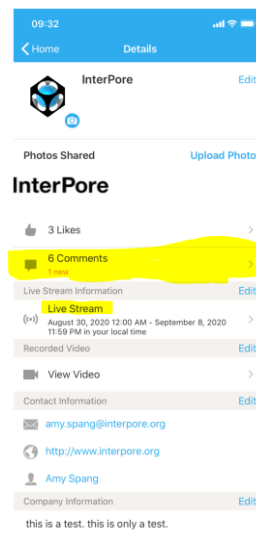
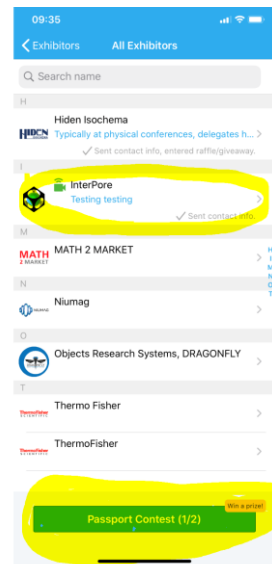
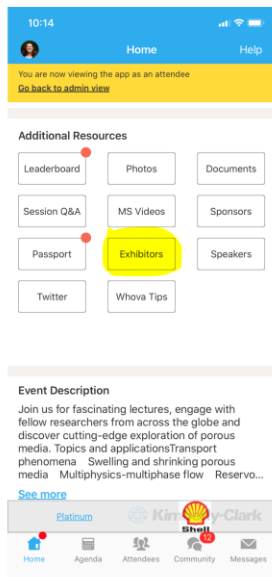
# APPENDIX E How to interact with Exhibitors, the Passport Contest, Promotions

## From Whova on desktop

Key areas to find in the Exhibitor booths are – prerecorded videos, livestream events, coupons/giveaways – click to enter, Chat area

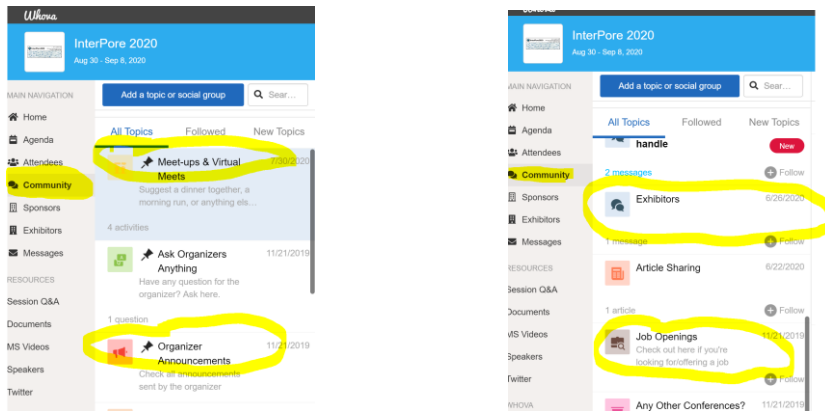


## From Whova on mobile phone:

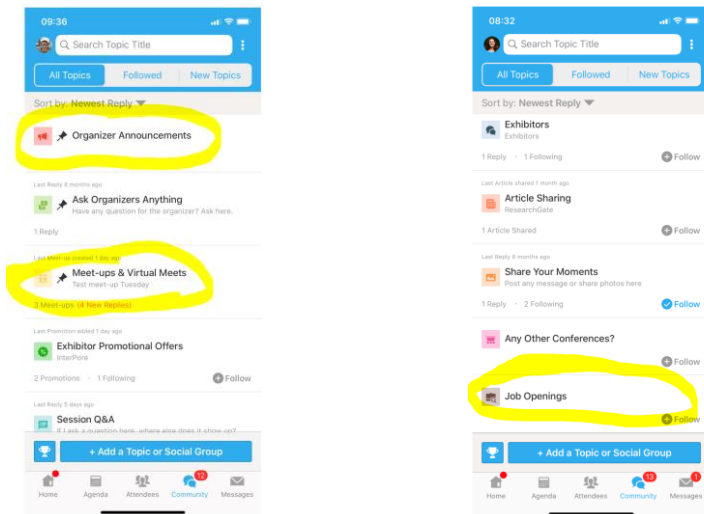


Community Area – here you will find information from the Organizers, Job Postings, Social Events, Virtual Meetups and more

From Whova on desktop



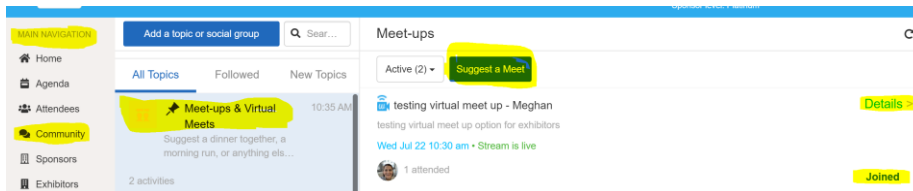
From Whova on mobile phone:



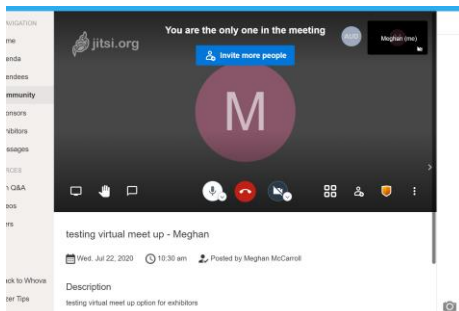
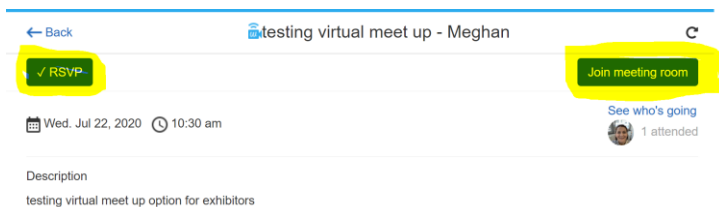


## Join Virtual Meetups – use the Whova app virtual meeting room to meetup with video and chat during the conference. To create and join:

- Navigation Menu choose **Community** tab
- Choose Meetups & Virtual Meetups



- Suggest a New Meeting – create the meeting details
- Click **Details** then **Join Meeting**
- Invite Attendees to join the meeting
- 



**Passport Contest Information** — attendees who visit all exhibitor booths and leave a comment or question for the exhibitor will receive a stamp. All attendees who receive stamps from ALL exhibitors will be entered into a drawing for various prizes including discounts off registration free for InterPore2021.

Please note that personal tracking of how many stamps you have collected from Exhibitors can only be viewed in the mobile app. \*\*You can leave a comment in both the desktop app and mobile app to receive stamps.

### From Whova on desktop

The screenshot shows the Whova desktop interface. On the left, the 'InterPore' exhibitor page is displayed, including contact information (amy.spang@interpore.org, http://www.interpore.org) and a 'Contacted' button. On the right, a 'Chat' window is open, showing a conversation with Meghan McCarroll. The chat history includes a message from Meghan: 'Hi InterPore team! Nice exhibition booth.' and a response from Lei Zhang: 'hi'. The 'Chat' button in the top right corner is highlighted with a yellow circle.

### From Whova on mobile phone:

The screenshot shows the Whova mobile app home screen. The 'Passport' button in the 'Additional Resources' section is highlighted with a yellow circle. The screen also displays a 'Session Q&A' section, a 'Twitter' button, and a 'Whoa Tips' button. At the bottom, there is a navigation bar with icons for Home, Agenda, Attendees, Community, and Messages.

The screenshot shows the Whova mobile app 'Passport Contest' page. It features a QR code at the top for exhibitors to scan. Below the QR code, a grid of 'Stamps Collected' is displayed, showing logos for ThermoFisher Scientific, Hiden Isochema, MATH 2 MARKET, InterPore, Niumag, and Objects Research Systems, DRAGONFLY. The page indicates that 1/7 stamps have been collected.

The screenshot shows the Whova mobile app chat window. The chat history includes a message from Meghan McCarroll: 'Hi InterPore team! Nice exhibition booth.' and a response from Lei Zhang: 'hi'. The chat window also shows a timestamp of 14:54 and a status bar at the top indicating the time is 09:34.



### Virtual Conference Code of Conduct

- If you are not speaking, please keep your microphone on mute.
- If you have a question, please type **\*\*Hand Up** into the Chat box in Whova to be called on; Zoom chat has been disabled.
- Filming or recording by participants is strictly prohibited.
- This session is being recorded by the organizers to allow later viewing by conference attendees. All recordings, Q&As, and chats in Whova will be accessible for one week after the end of the conference.