

# 2021 NWRD Annual Conference - Virtual Event!

## "Looking into the Future"

### ATTENDEE TIPS for your BEST NWRD VIRTUAL EXPERIENCE

#### PRE-Conference – ONE WEEK ahead:

Do the following system checks at least one week before the live event -- with the computer -- and the internet service -- you'll be using during the virtual conference.

1. **BROWSER:**

- For stability and security, Google CHROME is the preferred web browser for this virtual platform.
- You can download the latest version ahead of time: [www.google.com/chrome](http://www.google.com/chrome)
- An exception may be that when using an iPad or an iPhone, Safari might work better.
- Accelevents does not support Firefox or Internet Explorer.
- Do not use VPN for this virtual platform.

2. **BANDWIDTH:**

- Be sure your internet has adequate bandwidth for best video streaming and downloading. An internet speed of 25-30 Mbps should be sufficient for you (or, between 50 and 100 Mbps if you are broadcasting from home with a few others using the same internet source).
- You can check with your internet provider for a speed test, or use one of the following links:
- [Xfinity.Speed.Test >>](#)
- [CenturyLink.Speed.Test >>](#)

3. **SYSTEM CHECKER:**

- Use Accelevents' System Checker to confirm to the following - Click here: [www.accelevents.com/u/system\\_checker](http://www.accelevents.com/u/system_checker)
  - javascript is enabled,
  - browser compatibility,
  - and that all pop-up blockers are off (your browser must allow pop-ups and redirects)
- Ensure the following (see images below):
  - Allow Accelevents to use your computer's camera and microphone
  - Allow Accelevents to use pop-ups and redirects
  - Clear browser's cache: settings ---> privacy and security ---> clear browsing cache
- Refresh your browser or reboot your computer

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Figure 1 - Allow Accevents to use your camera and microphone

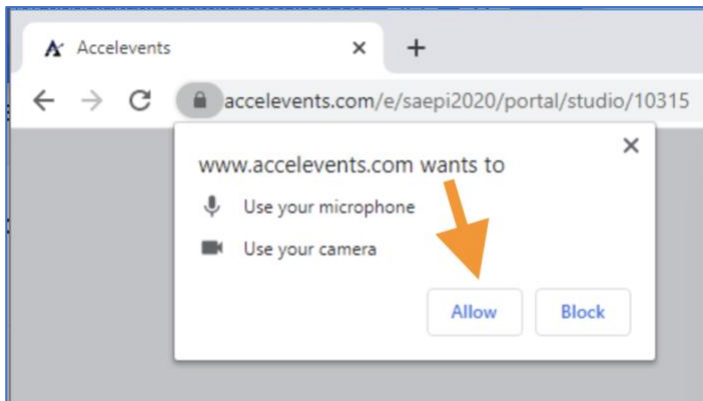


Figure 2 - Allow Accevents to use pop-ups and redirects

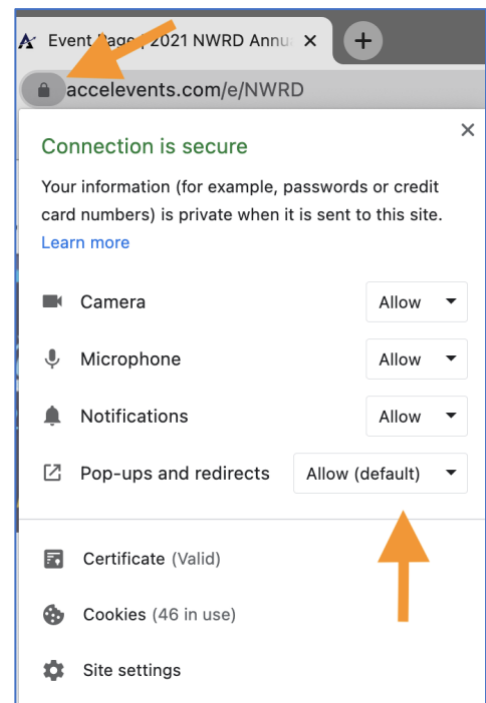
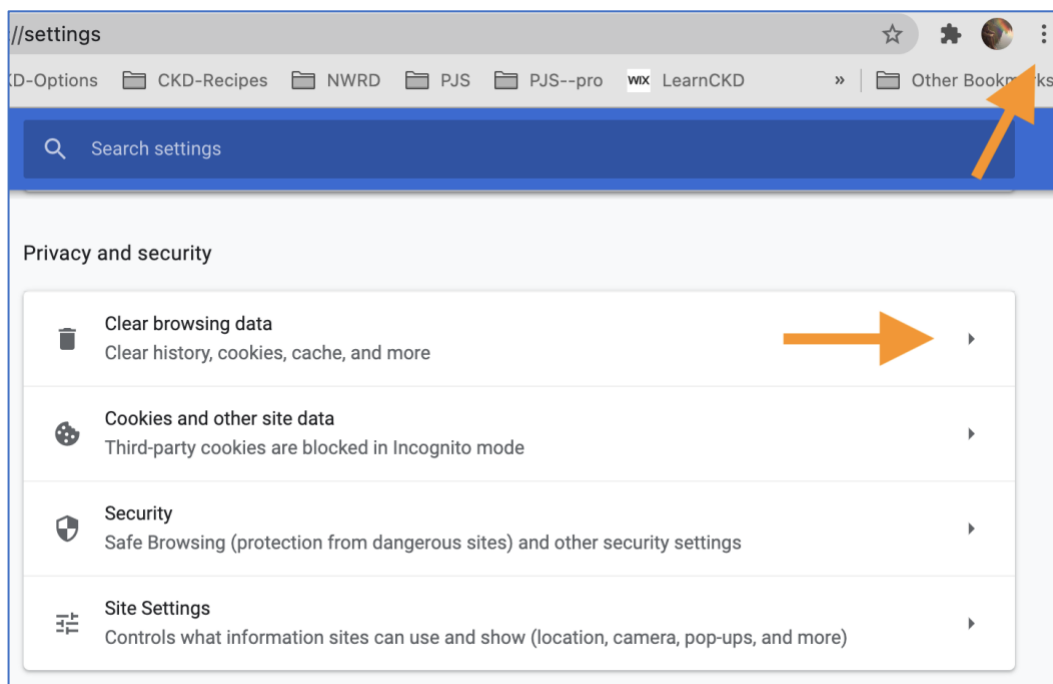


Figure 1 - Clear browser's cache: settings ---> privacy and security ---> clear browsing cache



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### Event Day – ONE HOUR Early:

- NWRD is broadcasting LIVE from Pacific Time Zone - This is especially important if you live in a different region
- Login to the virtual event ONE HOUR early (check-in time 6:30am) to familiarize yourself with the virtual layout - Note: the platform won't allow entry earlier than this.
- You must use your registration email address to create a password.
- Once you are in:
  - set up your profile, including a headshot photo, short bio and contact info
  - download / print handouts
  - read speaker bios, browse library lounges
  - briefly check out the Expo booths (there'll be plenty of time to return for more engagement)
  - meet-up with other attendees!
- Be sure to catch co-chairs Erin and Gretchen at 7:30am, as they will give a virtual tour of the platform!

### MID-Conference:

- Engage in live polling, live Q+A, videos, downloads, and web links with the Speakers, Exhibitors, and Poster presenters
- Try to keep your questions concise - If your questions aren't covered in the allotted time, they will be forwarded to the presenter for a post-conference response
- Visit the Expo Booths to interact with Exhibitors and Poster Presenters at breaks between the speaker presentations and during the Virtual Happy Hour Exhibits on Thursday evening
- You'll automatically be enrolled in the platform's "EXPO Challenge" -- the more you engage and network at the Expo booths during the two days, the more points you earn, for a grand prize at the end of the conference (see EXPO Challenge Rules)
- Remember to periodically get up and move as you listen and watch the presentations
- Consider earphones if it's more conducive to your listening environment
- Professional Tech Support will be on deck – visit the NWRD Help Desk booth inside the EXPO Hall if assistance is needed during the event

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### POST-Conference:

- Use the password given at the end of the conference to login to NWRD website to complete the Evaluation form - [www.nwrdonline.org](http://www.nwrdonline.org)
- After clicking the submit button, you'll be automatically directed to the CPEU certificate page, where you can download / print the certificates you've earned
- Registration fee includes the following, based on the conference day/s you purchased:
  - Contact information of Speakers, Poster Presenters, and Exhibitors
  - 90-day post conference recordings of speaker presentations

### e-Networking:

- Plan on e-Networking with other attendees!
  - e-Networking can enhance your learning experience by sharing best practices, discussing what you learned, and exploring recommendations for your practice
- Attendees should login ONE HOUR early on event day to create a profile, including headshot photo, short bio, and contact information
  - See below for preferred profile settings, so that attendees will be able to search online for each other to meet-up, video chat, or text during the virtual event.
  - Bring your interactive self!

Accept Meeting Requests



Accept Direct Messages



Offline Email Notifications



Hide Contact Info from Exhibitors



Hide Profile Info From People



Allow calls and videos from attendees not connected with



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### EXPO Challenge:

The virtual platform has an EXPO Challenge feature, which enhances attendees' experience during the virtual event. Attendees will be awarded points for interacting with Exhibitors and Poster Presenters. The top three attendees with the most points at the end will receive a prize!

### Rules:

Attendees will be enrolled in the EXPO Challenge automatically, and winners must earn a minimum of 50 points. The interactive point system is shown below. The Challenge begins on Thursday at 7am and ends on Friday at 3pm. Watch the leaderboard in the Lobby to see who is winning along the way. Winners will be announced at the end of the conference.

- **Visit = 5 points**
  - Gain 5 points by entering an Exhibitor Booth
  - Must stay for at least 60 seconds for points to apply
- **Re-visit = 1 point per each additional visit**
  - Gain 1 point by re-entering an Exhibitor Booth
- **Click Link = 5 points**
  - Gain 5 points when you click on a link inside a booth
- **Download = 5 points per download**
  - Gain 5 points per download of booth's documents
- **Watch Video = 10 points**
  - Gain 10 points by watching a video inside the booth
  - Must watch for at least 30 seconds for points to apply
- **Chat = 20 points**
  - Send a message in the exhibitor's booth chat or a direct message to one of the booth's staff members
  - Will only be triggered once per exhibitor booth
- **Request a Meeting = 20 points**
  - Request a meeting with the Rep for 20 more points
  - Will only be triggered once per exhibitor booth

We want this virtual event to be personally enriching and engaging for all attendees, speakers, and exhibitors. We hope you are inspired by what you learn and who you meet. Thank you for participating!

---NWRD Planning Team