ATTENDEE GUIDE

WSPHA 2020 Annual Conference for Health

WASHINGTON STATE PUBLIC HEALTH ASSOCIATION



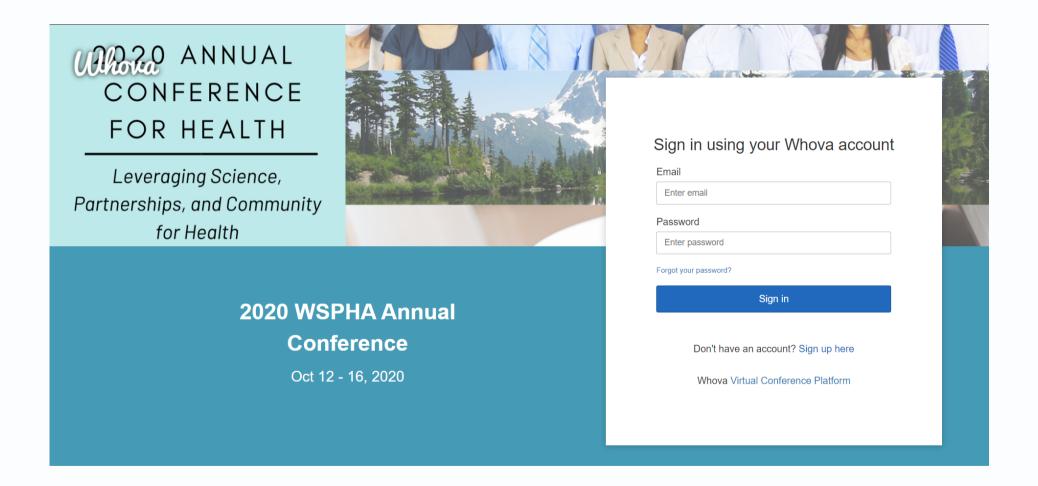
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Desktop:

Go to https://whova.com/portal/webapp/wspha_202010/



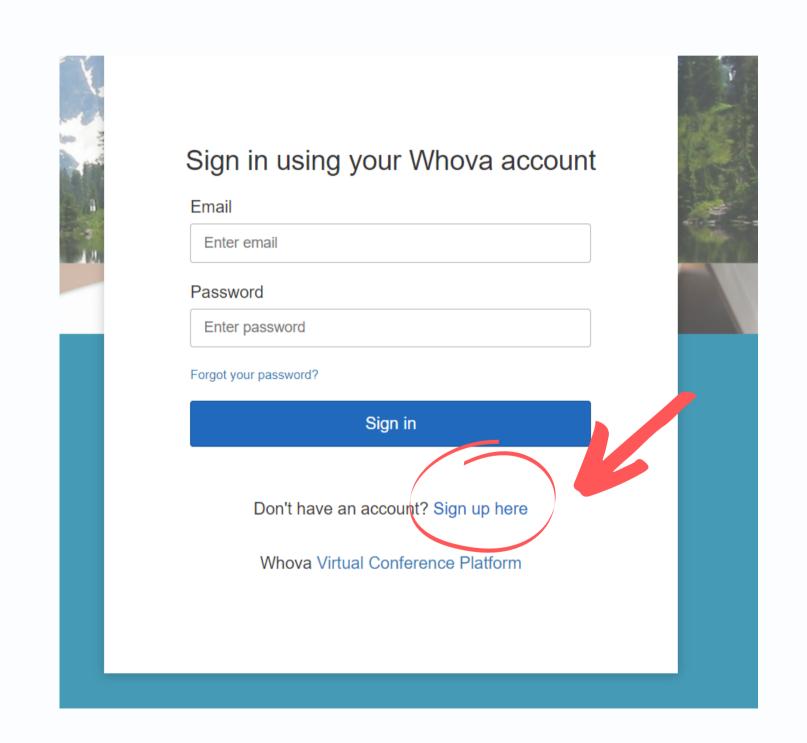
If you open this link using a mobile device, it will take you to a page to download the Whova app. You are welcome to use the app and the desktop version during the conference to access all available features.

Desktop:

If you already have an existing Whova account, please sign in.

If you do not have an account yet, click on the "Sign up here" button.

When creating a new account, you will need to use the same email address that was used to register for the conference.



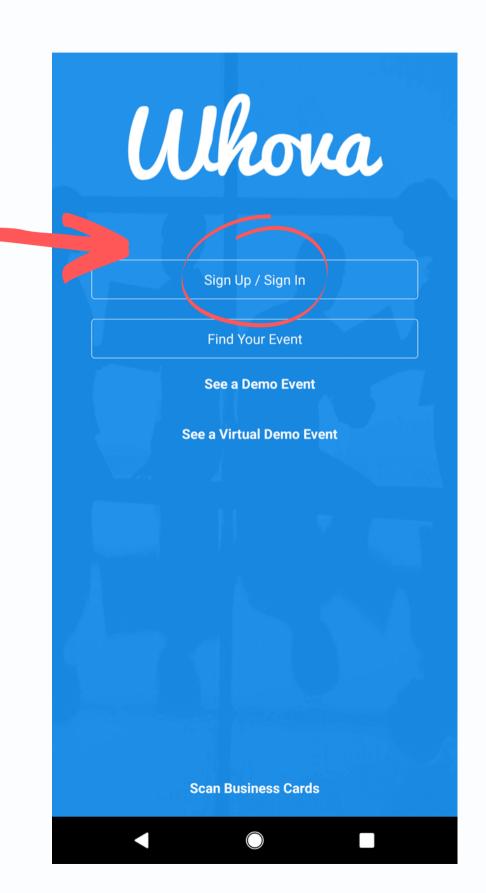
Mobile device:

For the mobile device, you will need to download the Whova app on your smart phone. Once the app is downloaded, it's the same procedure as the desktop:

If you already have an existing Whova account, please sign in.

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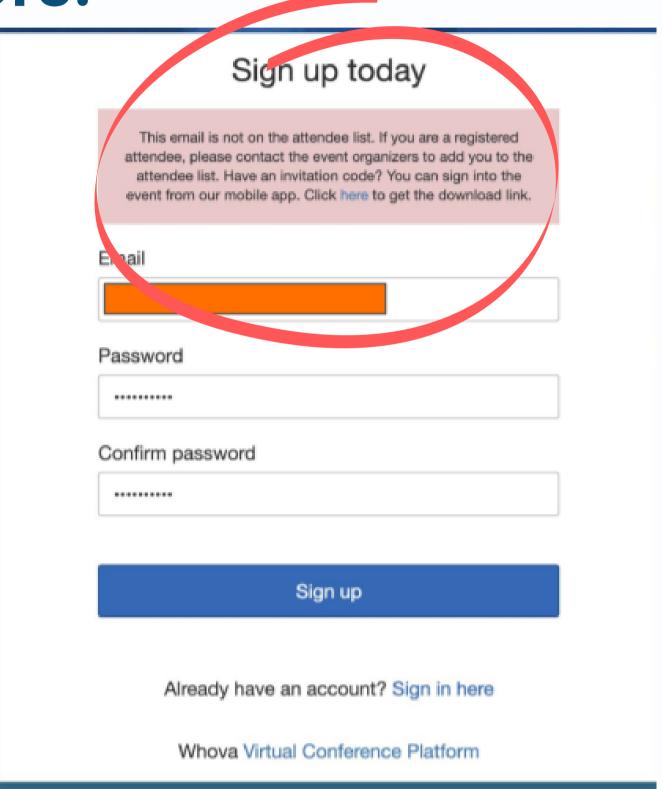


Sign in/Sign Up Errors:

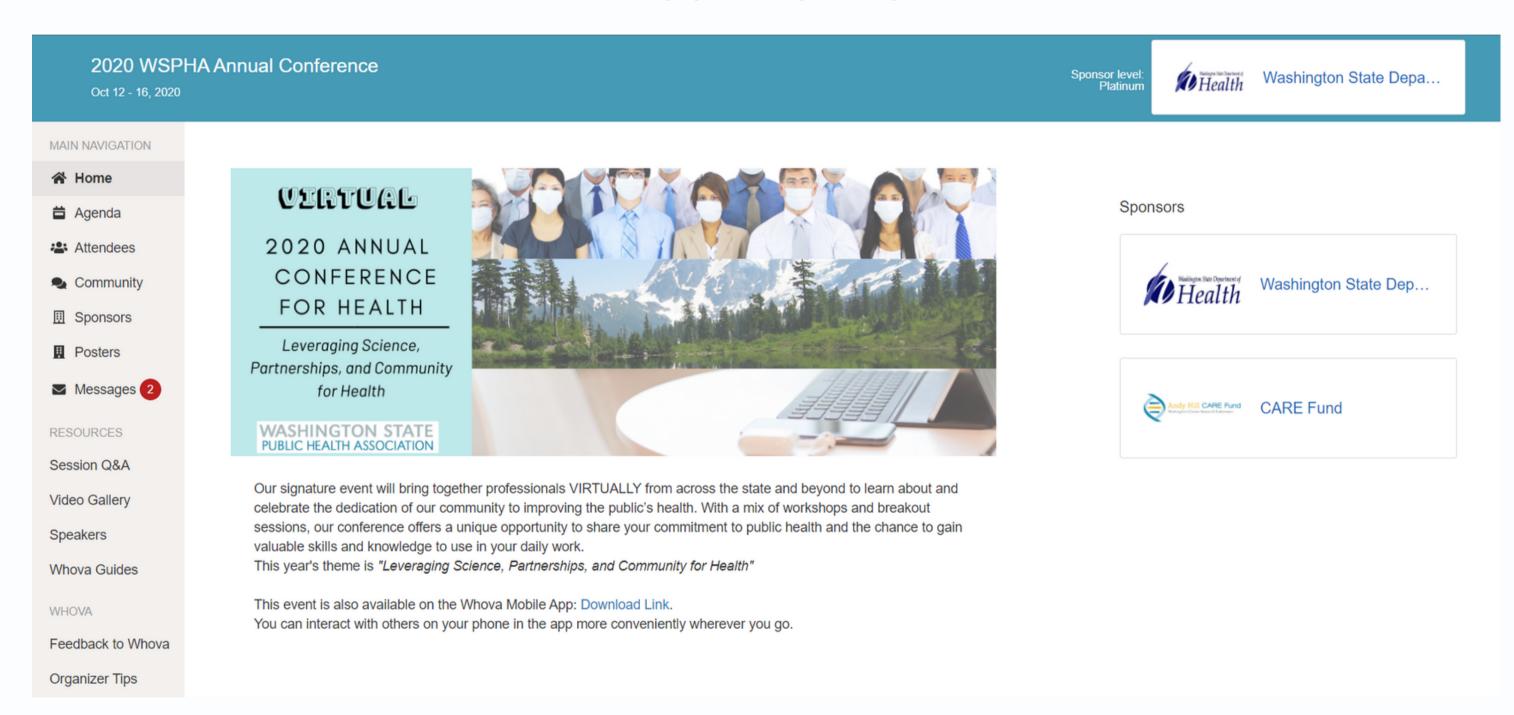
If you receive an error message when signing up or signing into Whova, it's likely that we have a different email address on file for your conference registration.

If someone registered for you, such as an employer, please check with them to see what email address they used at the time of registration.

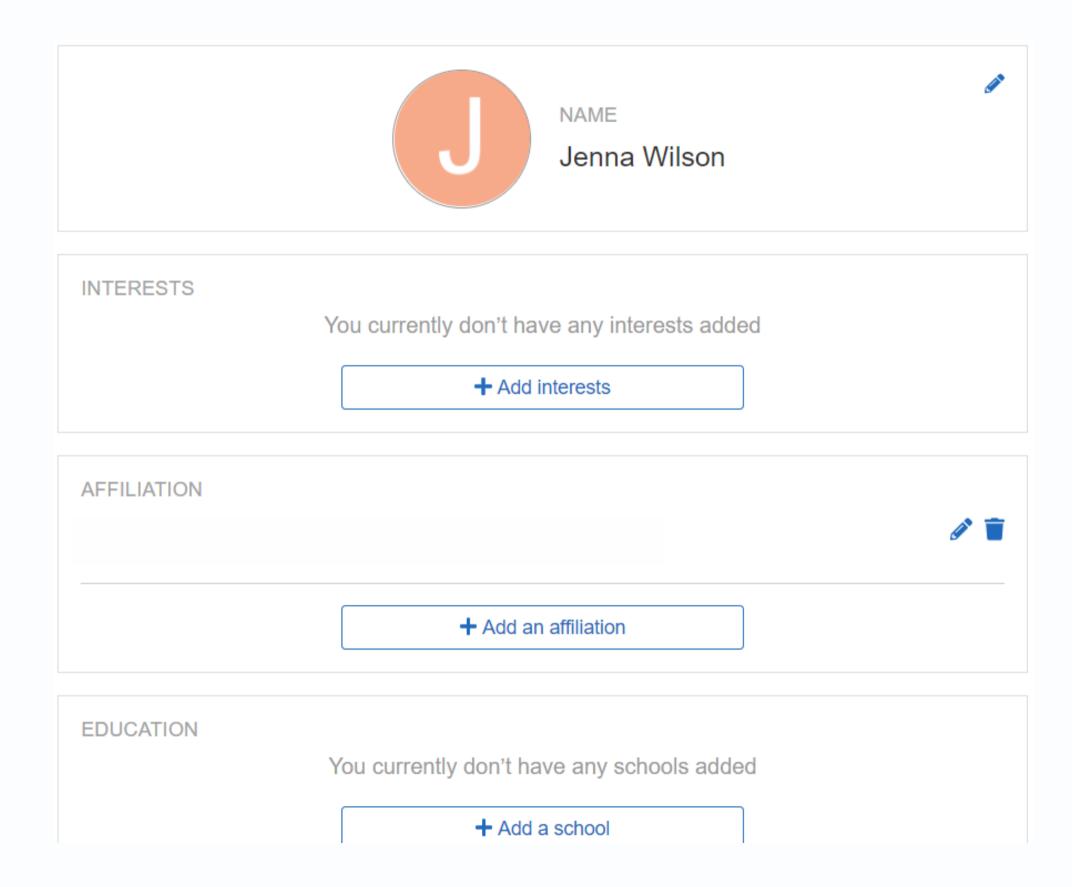
Or, you may email jenna@wspha.org or info@wspha.org to confirm and/or change your email associated with your conference registration.

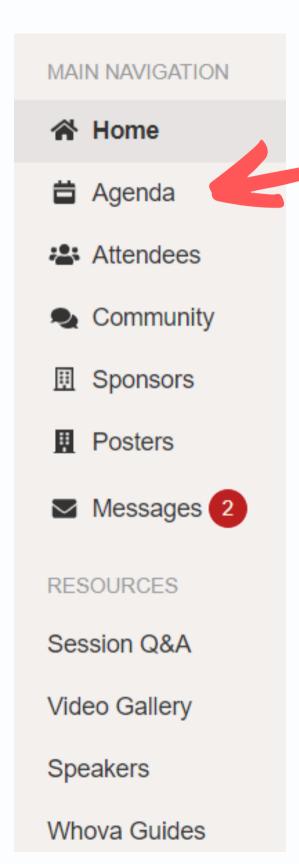


Once you are logged in, the conference home page on the desktop will look like this:

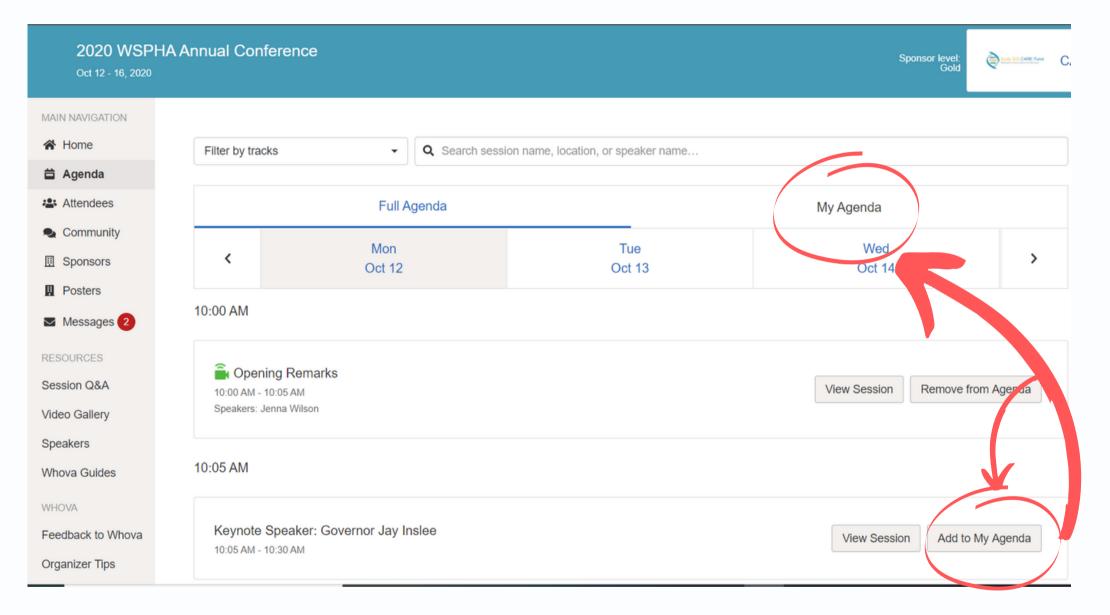


To update your profile, you'll click your name at the top right corner of the web page, and then click My Profile. From there, you'll be able to add as much information as you'd like. All conference attendees will be able to see this information when they view your profile.





Click Agenda to view the schedule and sessions for each day of the conference, along with session descriptions and speakers.



You can also create a personalized agenda with just the sessions you plan to attend. To do so, just click the Add to My Agenda button. To view your personalized agenda, click My Agenda at the top of the page

MAIN NAVIGATION



Agenda

Attendees

Community

Posters

Messages 2

RESOURCES

Session Q&A

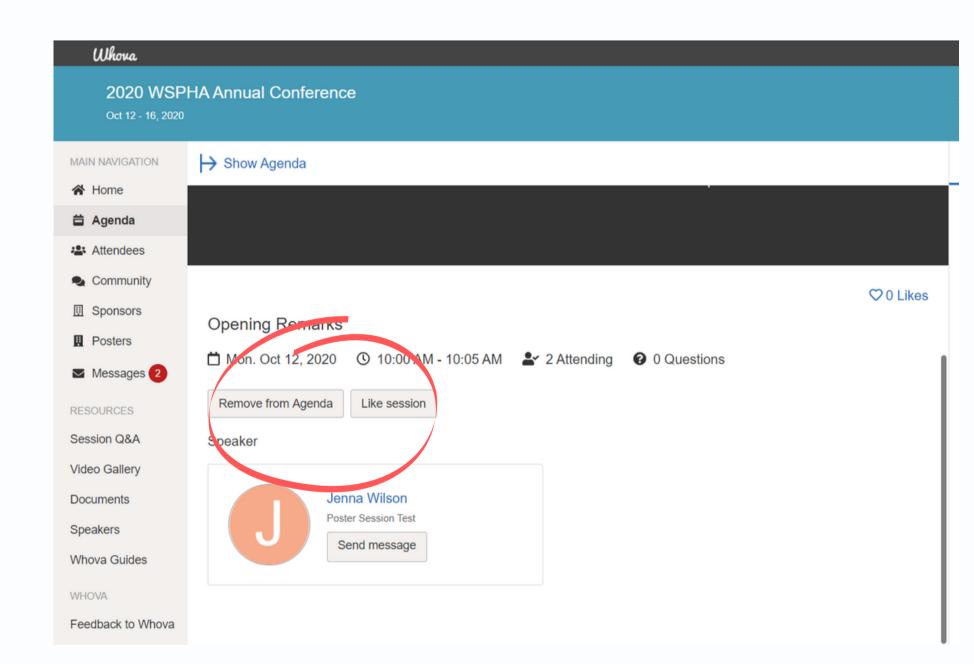
Video Gallery

Speakers

Whova Guides

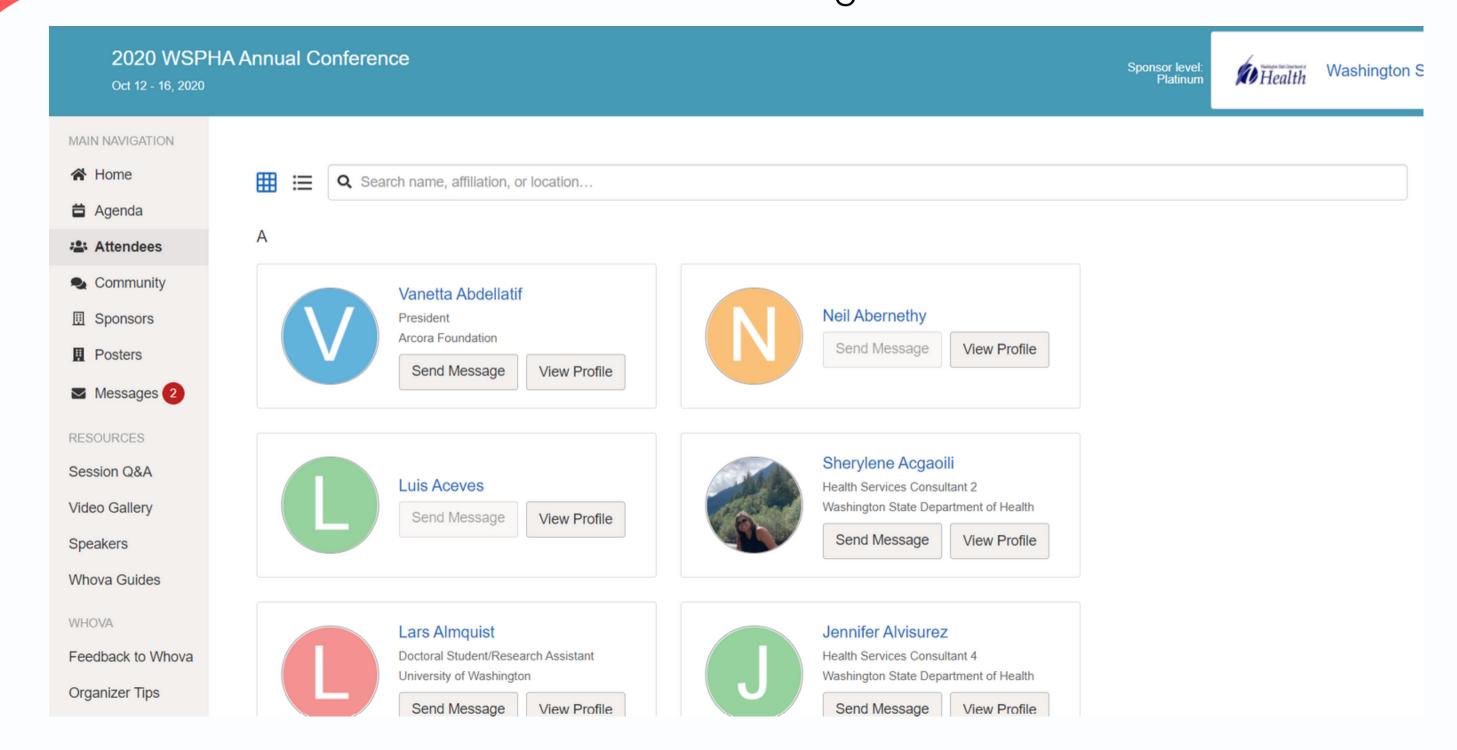
When you view a session, you'll be able to see the speakers listed, the session description, and the ability to like or remove the session from your agenda.

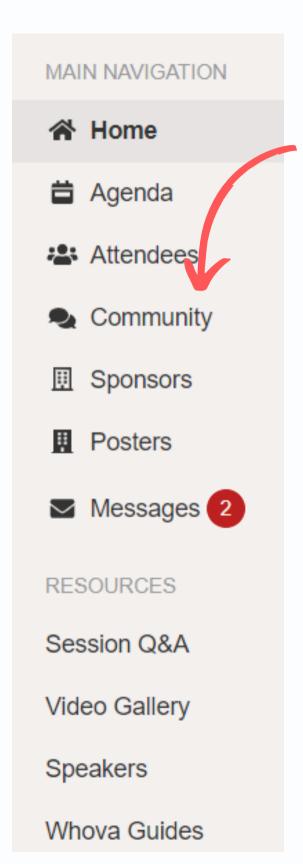
To join the session, copy and paste the Zoom link at the top of the session description into a new tab or window.



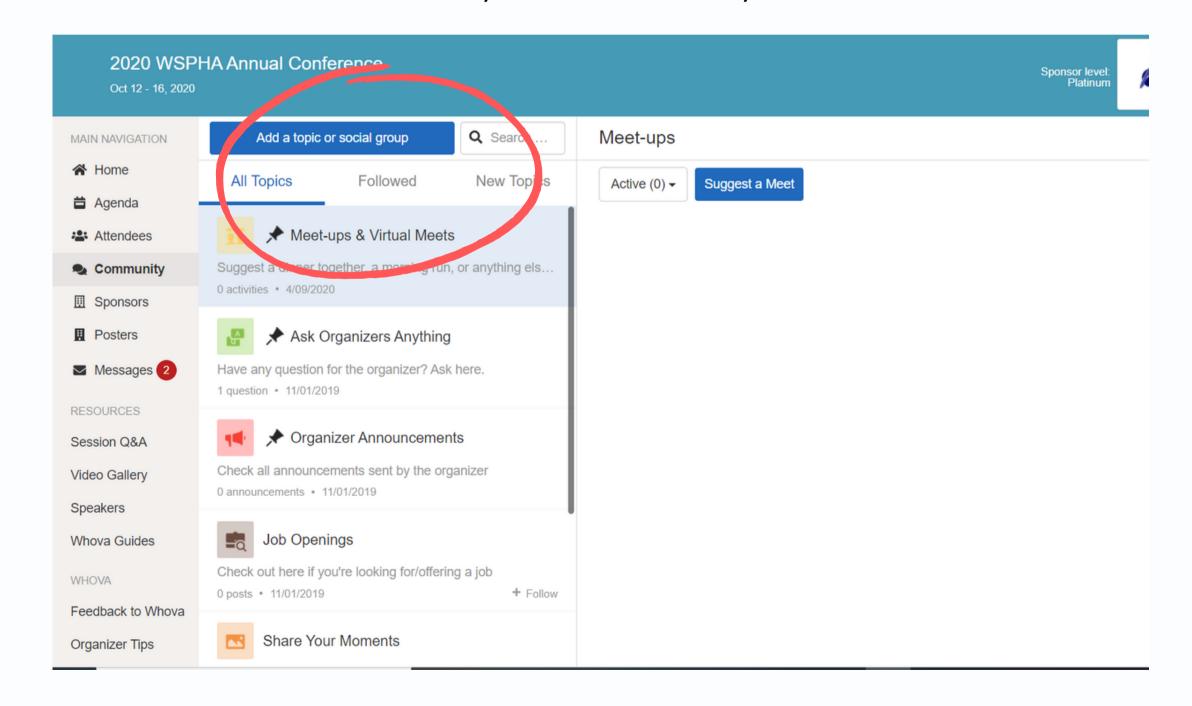
MAIN NAVIGATION ☆ Home **Agenda** Attendees Community Sponsors Posters Messages 2 RESOURCES Session Q&A Video Gallery Speakers Whova Guides

Click Attendees to view all conference attendees, and start connecting with your colleagues and peers by viewing their profile, or sending them a direct message.



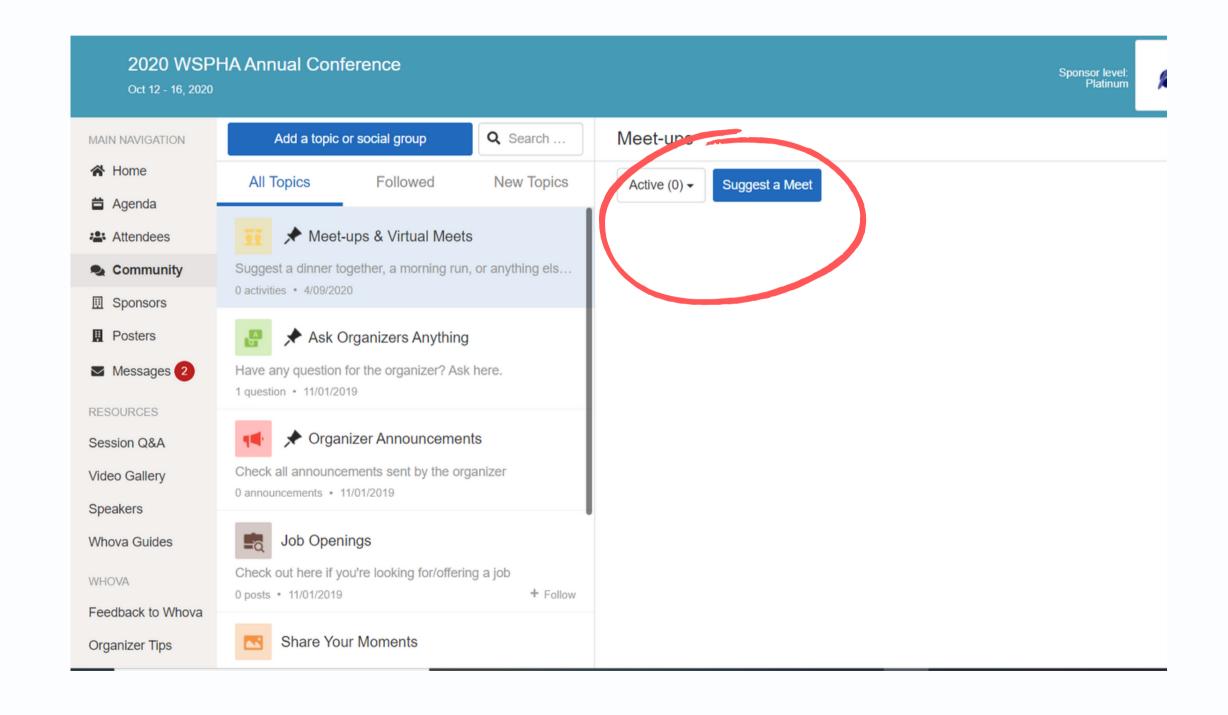


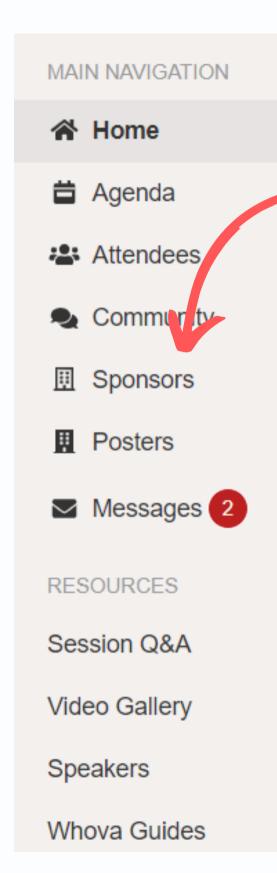
Click Community to join or start new community topics and discussions with all conference attendees. You can click Follow on a community board to keep up to date with discussions, or click New Topics to see what's new in the community board since you last looked.



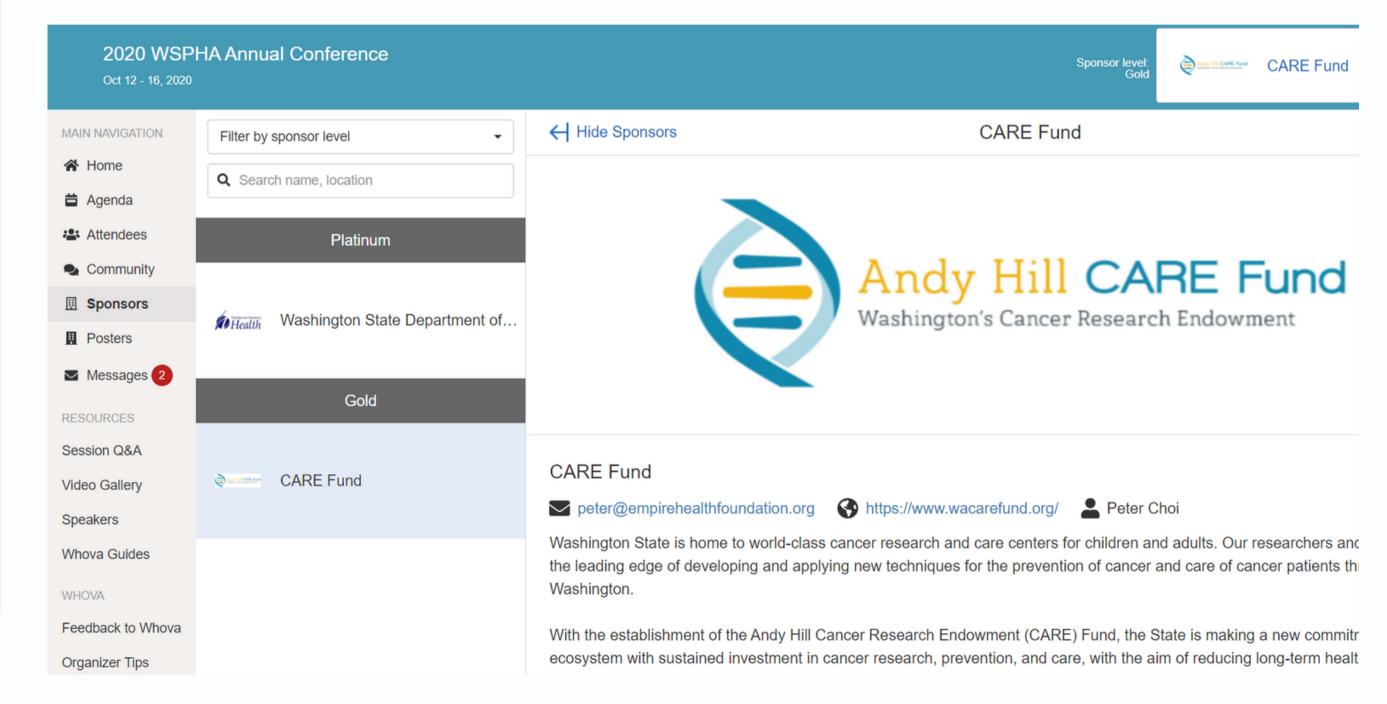
MAIN NAVIGATION ☆ Home **Agenda** Attendees Community Sponsors Posters Messages 2 RESOURCES Session Q&A Video Gallery Speakers Whova Guides

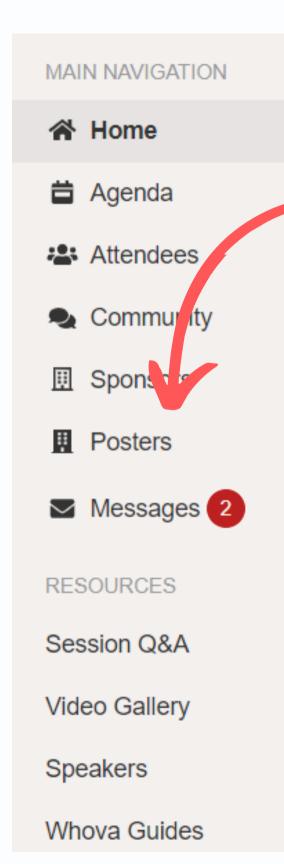
From here, you can also suggest a virtual meet up with other conference attendees.



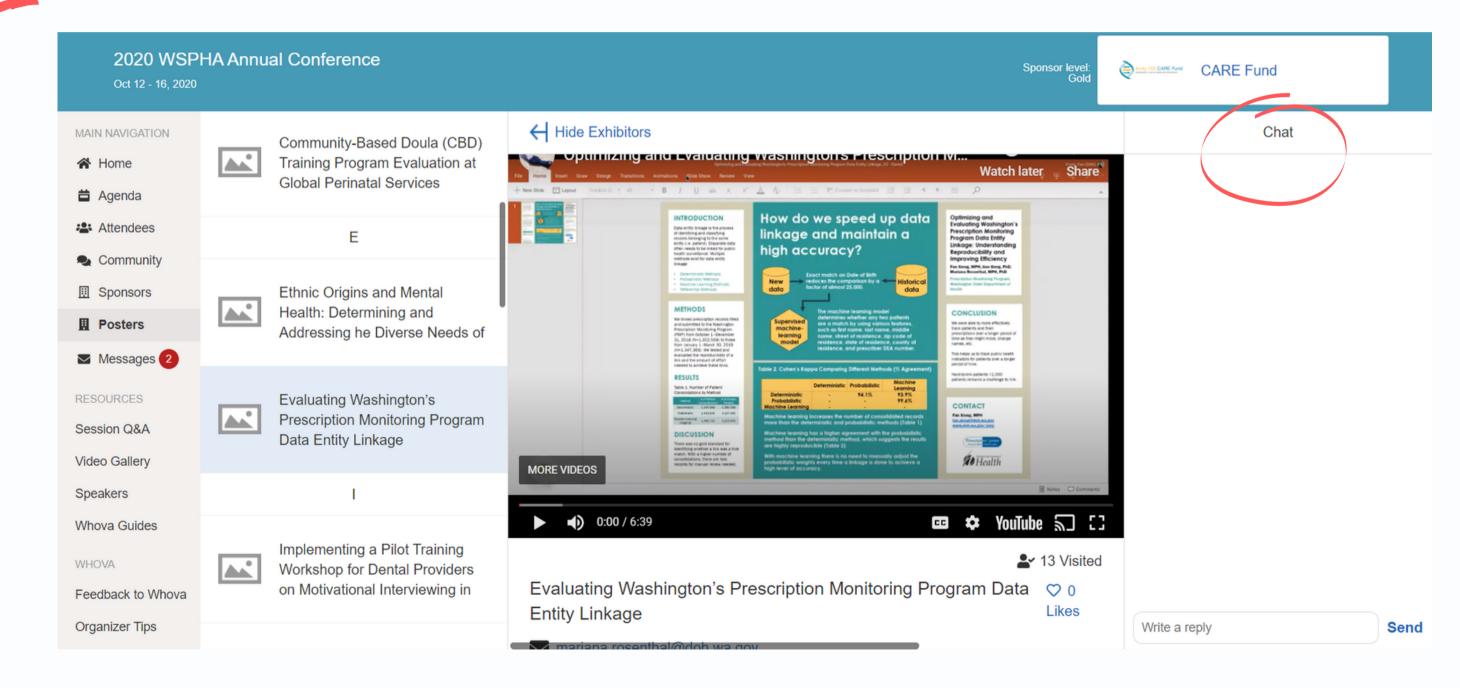


Click Sponsors to engage with this year's sponsors. You can ask them questions, view any handouts they may have, and collect the representative's contact information to follow up with during or outside of the conference.



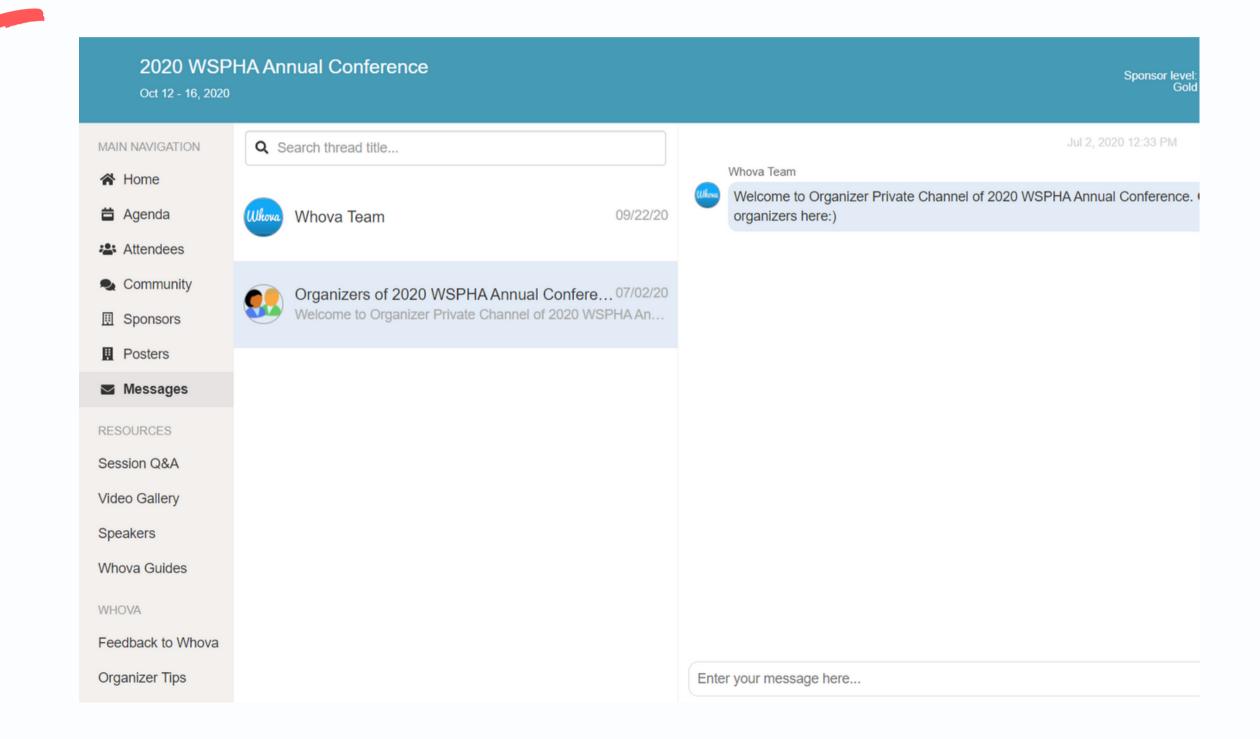


Click Posters to see this year's selected poster sessions. There will be recorded videos with the poster presenters explaining their topic, as well as a chat section where you can ask questions or comment.

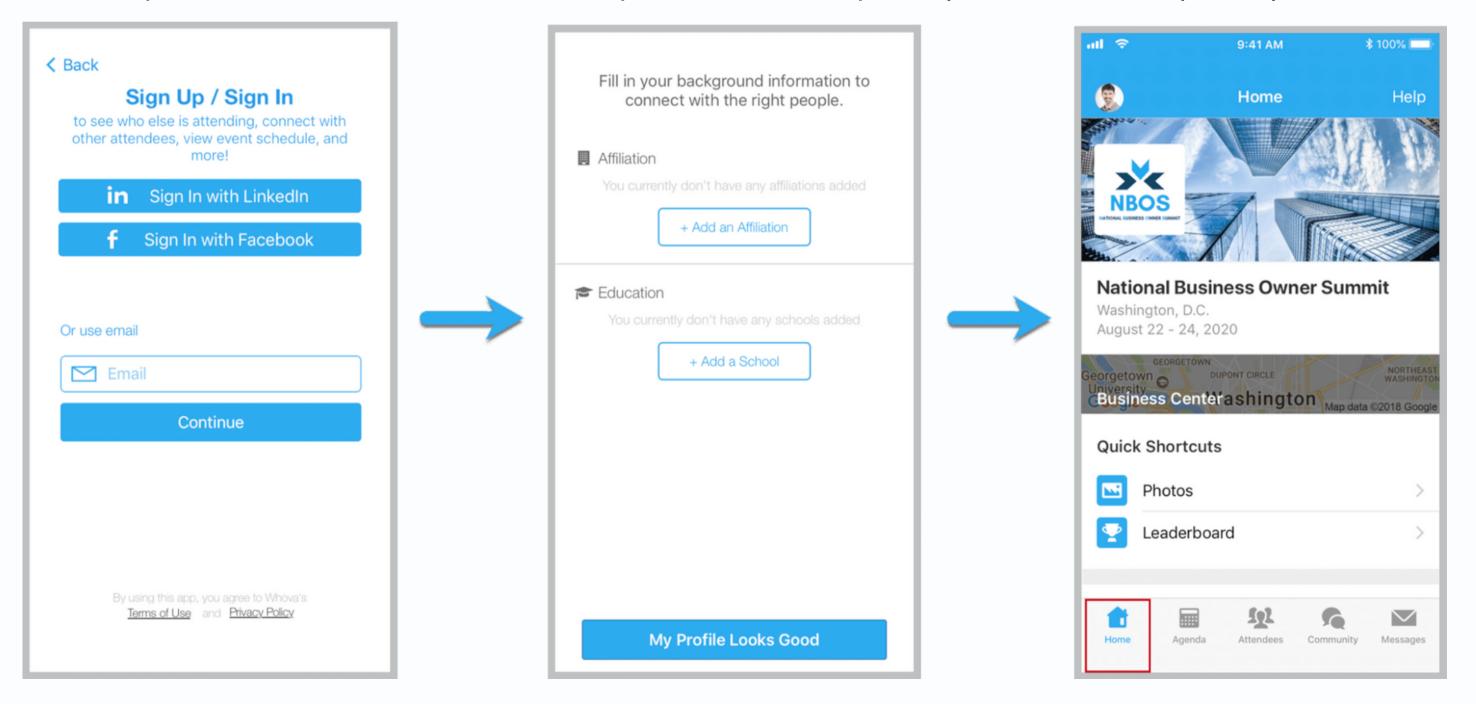


MAIN NAVIGATION ☆ Home **ä** Agenda Attendees Community Spons rs Messages 2 RESOURCES Session Q&A Video Gallery Speakers Whova Guides

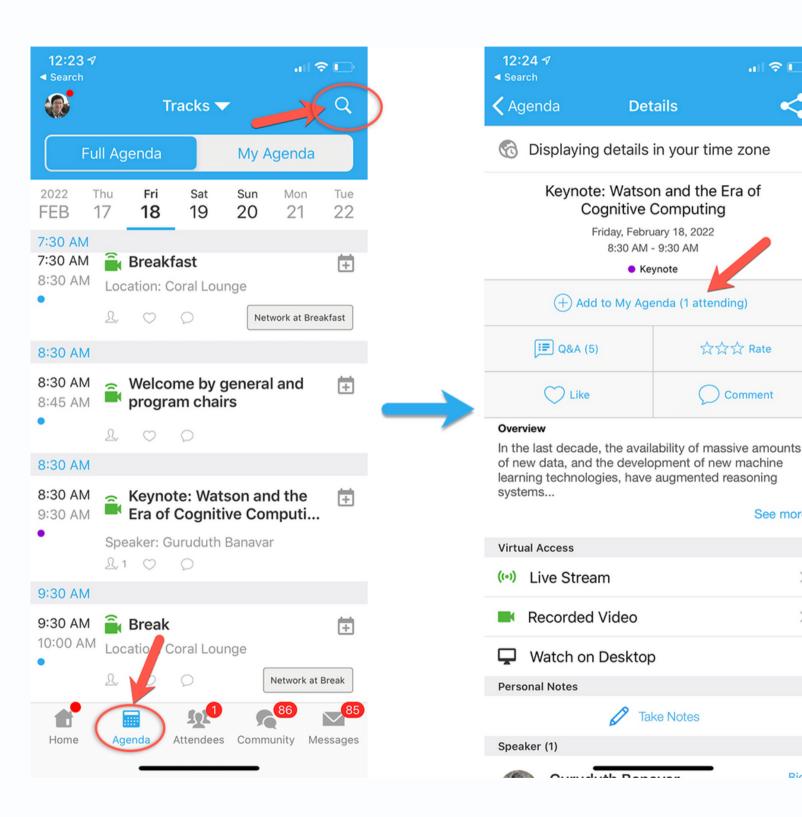
Click Messages to read direct messages and announcements that have been sent to you. Then, chat away!



Once you're signed in, if you made a new account, you can update your profile information. This is what all other attendees will see if they click on your name. If you already have a Whova account, you can edit your profile to keep it up to date.



To view the conference agenda, click the Agenda button on the bottom of the screen. Once you click on a session, you'll be able to add it to your personal agenda, like, comment and rate the session. From this view, you can also read the session description. To join the session, copy and paste the Zoom link at the start of the session description into a new tab or window.



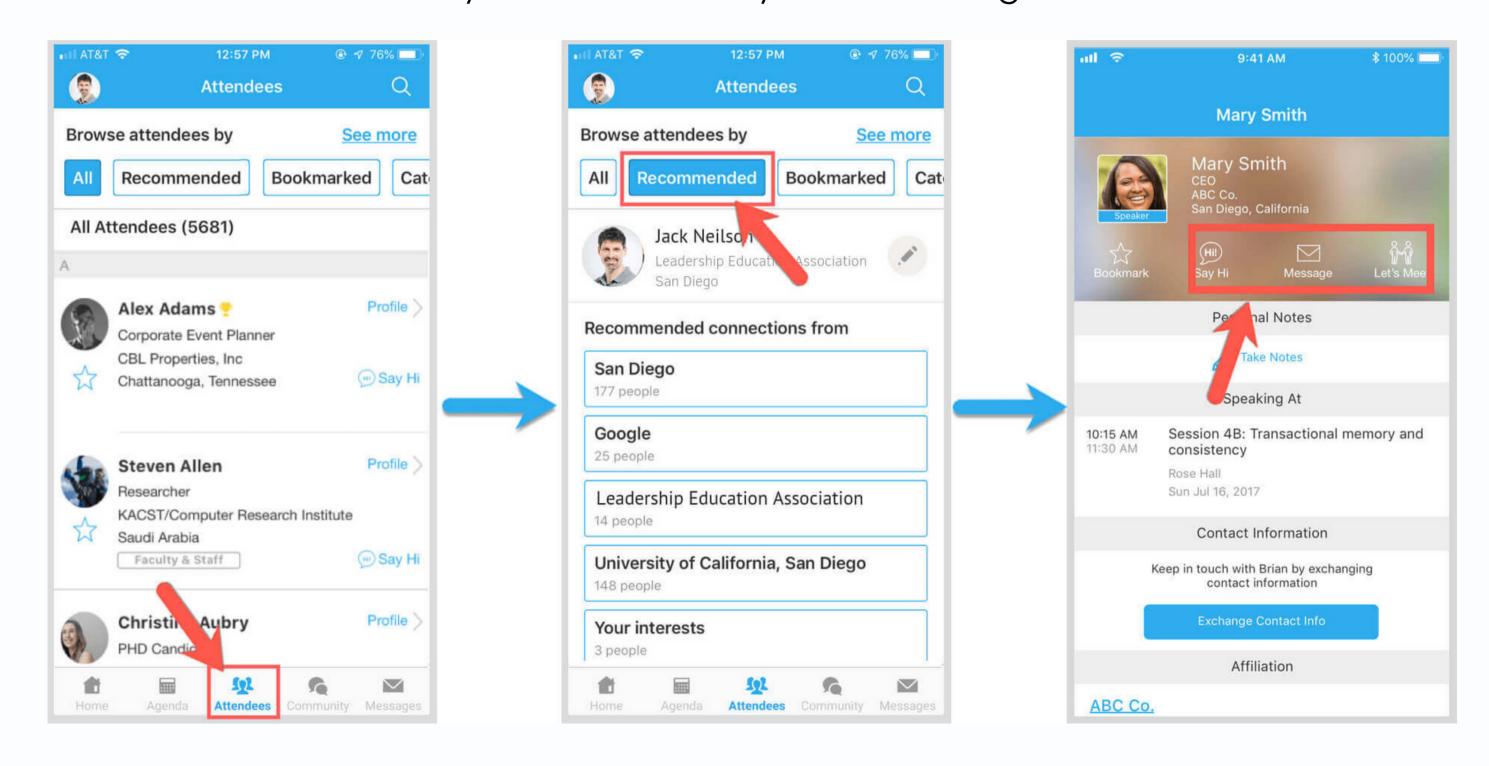
...I 🗢 🗓

☆☆☆ Rate

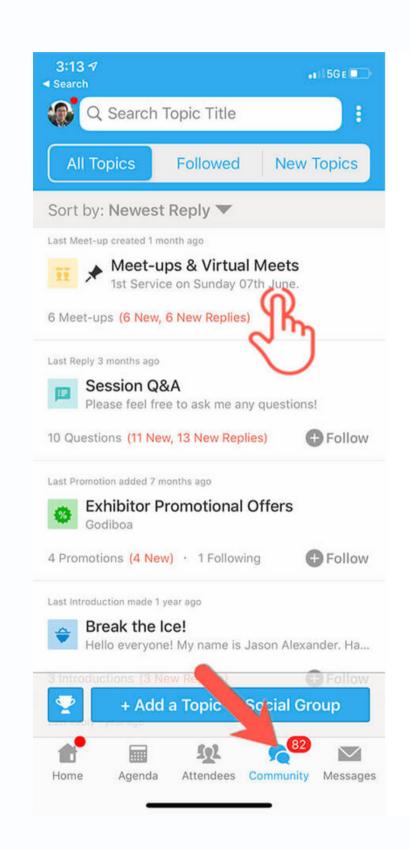
Comment

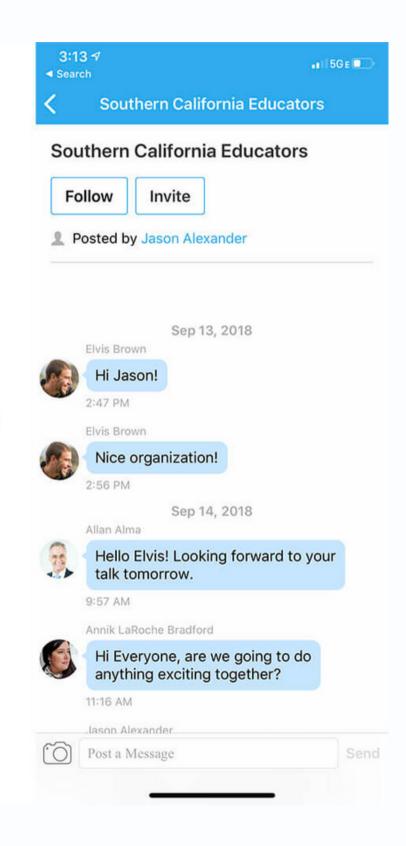
See more

Click Attendees at the bottom of the app to view all conference attendees. You can search or browse by recommended (based on interests or affiliations you have in common). To connect with someone, you can click Say Hi or Message to start a conversation.

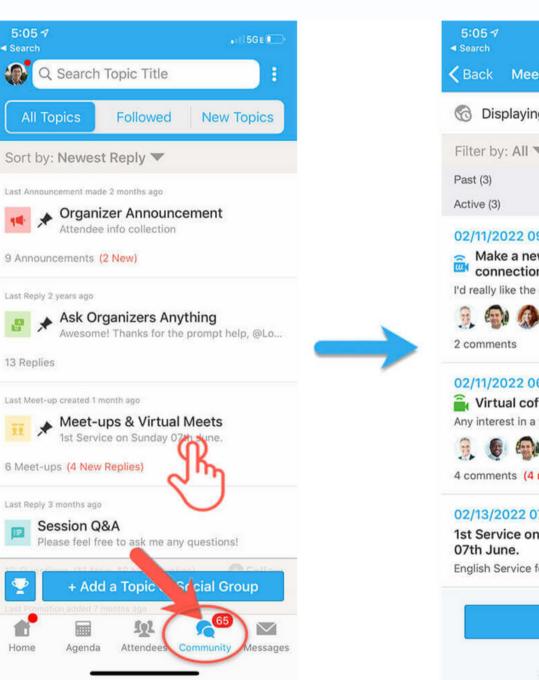


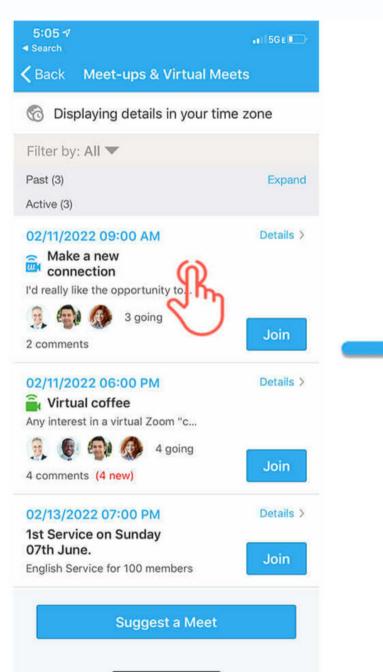
Click Community at the bottom of the app to view and join conference topics and discussions. You can click on a topic to read the community board, and you can post a message for all conference attendees to see and respond to.

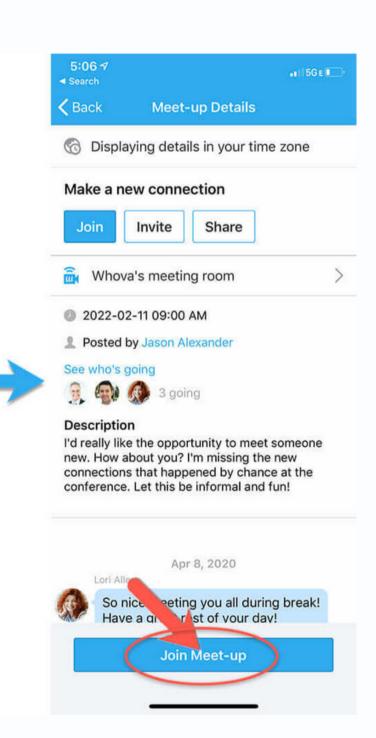




On the Community page, you can also join or set up a virtual meeting with other conference attendees. To do so, click on the Meet-ups & Virtual Meets community board. From there, you can join meet-ups of create your own by clicking "Suggest a Meet." Then, you'll be able to provide a Zoom link and new meet up topic.







DURING SESSIONS

- Please feel free to have your video turned on during the sessions. Presenters love seeing friendly faces!
- Please keep yourself on mute unless the presenters invite you to unmute. This will hopefully prevent background noise from interfering with presentations.
- If you have a question for the presenters, post it in the chat box in Zoom! The session moderator will keep track of questions and bring them to the presenters' attention.
- All presentations will be held via Zoom. If you do not already have a Zoom account, it's free to sign up. You may also view sessions without needing to make an account.
- You are welcome to leave a session and attend another if you'd like. To do so, you would close out of the current session in Zoom, navigate to the Whova agenda page again, find a session you'd like to join, and click the Zoom link posted in the session description.

DAY-OF SUPPORT & HELP

If you need help for any reason, including technical issues, trouble logging into Whova, unable to find/access a Zoom session, etc., please contact conference organizers.

Email assistance:

jenna@wspha.org info@wspha.org

Call WSPHA staff for immediate assistance:

206-454-9453

Direct message conference organizers in Whova by searching for "Organizers":

Jeff Ketchel

Jenna Wilson

Karianna Wilson

Reta Waldrop

Shelby De Lappe