

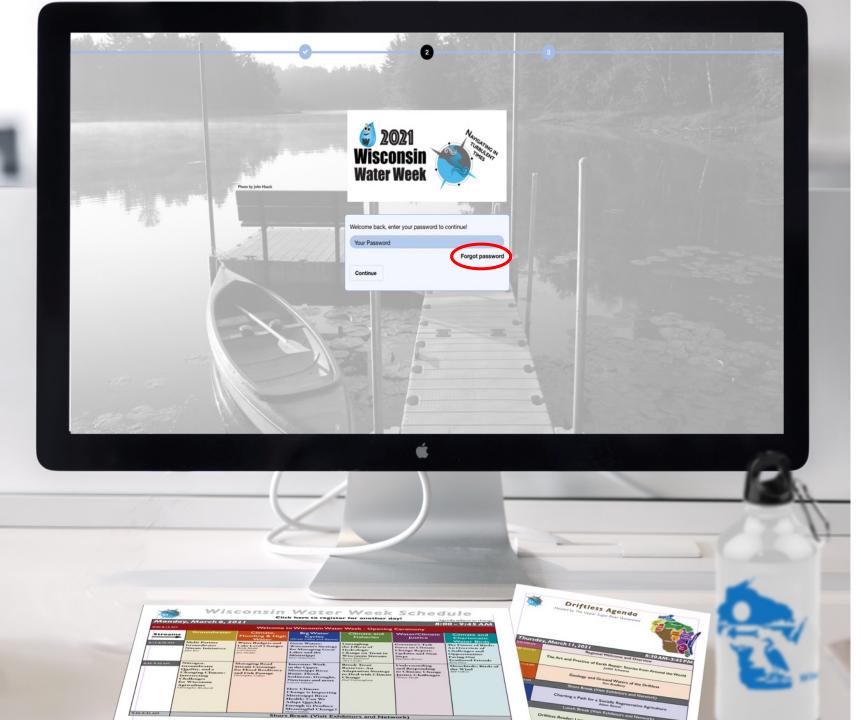


# Accessing the Virtual Space:

Eventmobi.com/wisconsinwaterweek/

If the link above does not work, copy and paste it into your browser to access Wisconsin Water Week. (Chrome, Firefox, and Safari – recommended browsers)

Log in with the email address you provided when you registered.

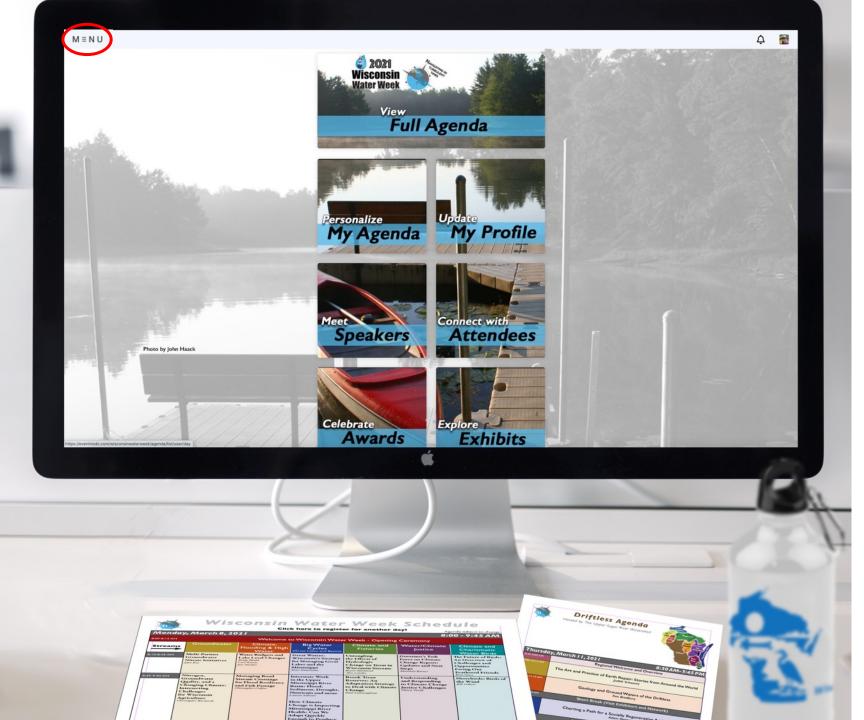




#### Password:

During your first login, the system will ask you to create a password. You'll need to enter this password each time you log in (it does not need to be the same as the password you used for registration).

Can't remember your password when you try to log in again? No worries – click the "Forgot Password" button to send an email to the email address you provided when you registered.

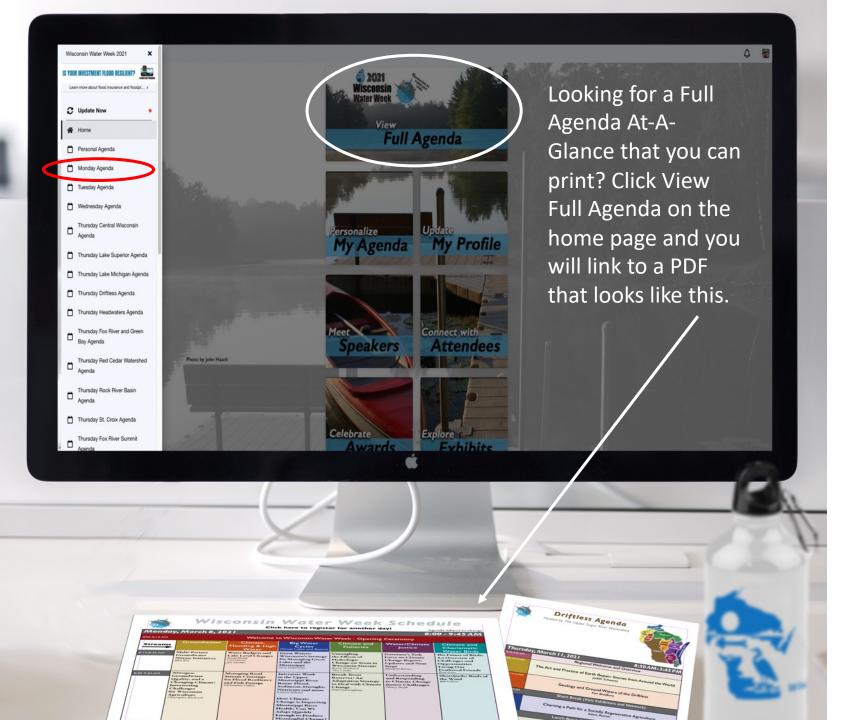




# Navigating the Site:

Use the icons on this main page to access key pieces of Wisconsin Water Week.

Select the MENU in the upper left corner of your screen to expand the full navigation menu. You will need to click the menu each time you come back to this A Home page.

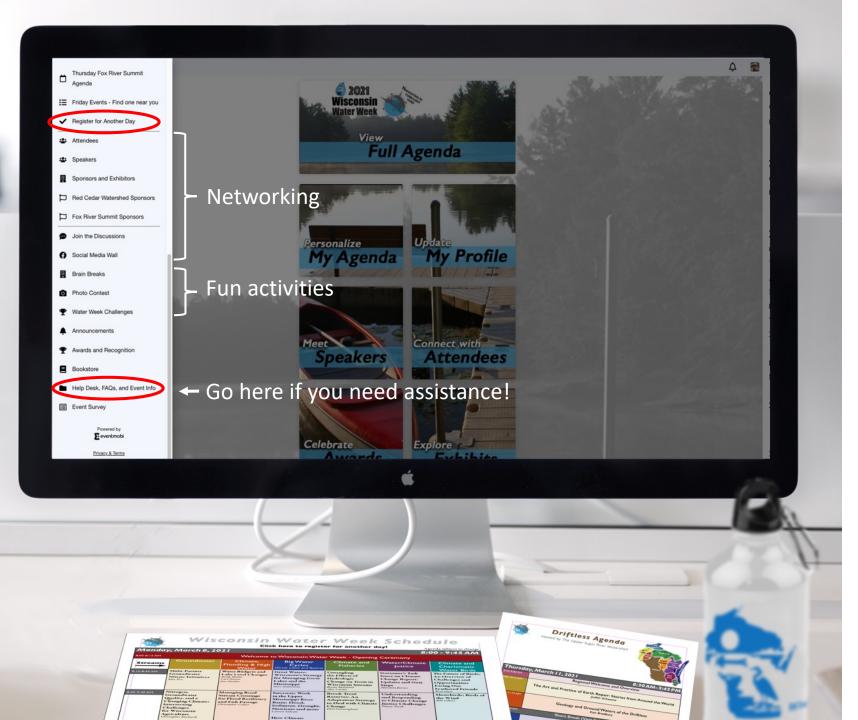




#### Navigating Side Menu:

The side menu is the main navigation point for everything you will need to access during Wisconsin Water Week.

Your side menu is customized to your registration. Agendas should be visible for all of the days/regions for which you've registered. For example, if you registered for Monday only, you will only see "Monday Agenda" in this left navigation.



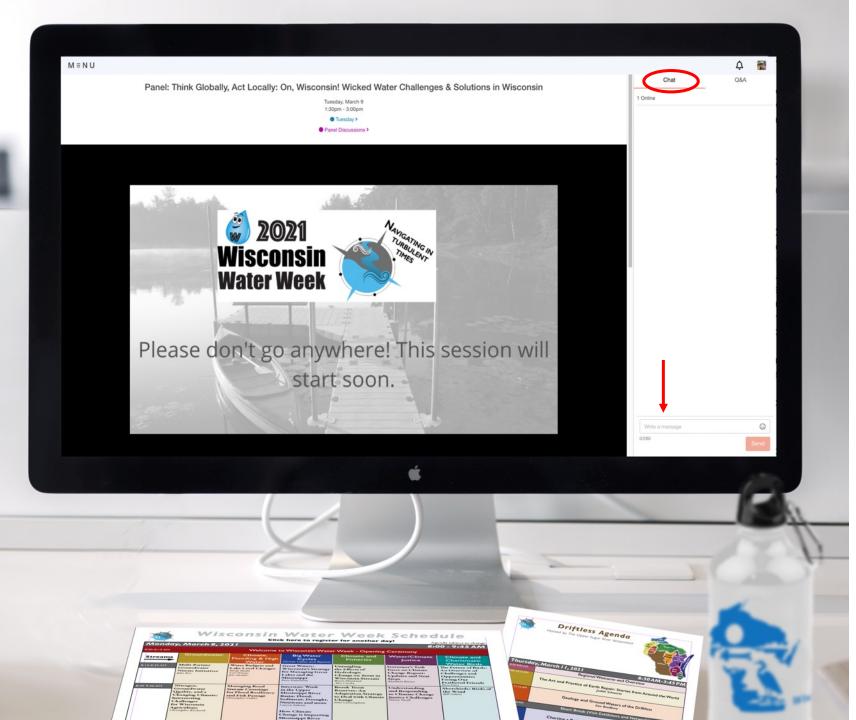


#### Navigating Side Menu:

In addition to daily agendas, the side menu also includes networking opportunities, FAQs/Help Desk, and other cool features in this virtual space.

You can even register for more days if you are not already participating the whole week!

Spend a little time perusing all of these awesome ways to get involved with Wisconsin Water Week!





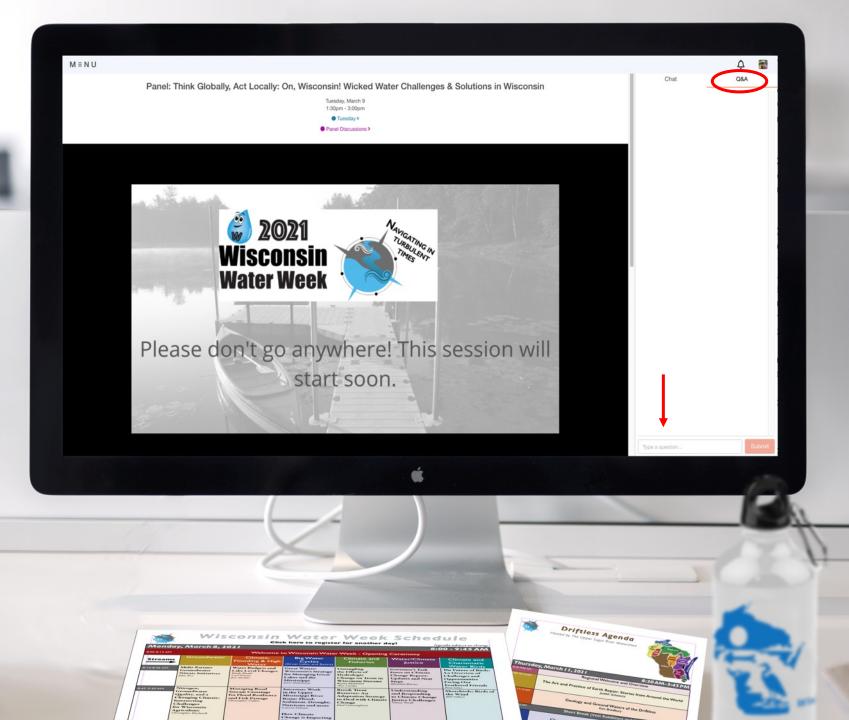
# Session Chat:

Join the conversation!

Engage with other attendees during sessions by using the realtime chat feature.

React or reply to another attendee by clicking on their comment or start a new comment by entering it in the chat box at the bottom.

NOTE: Moderators and presenters will not be able to view the chat during the presentation.





# Session Q&A:

Asking a question is so easy! Submit a new question or "upvote" an existing question to have it answered by the speaker(s).

Your question might not show up right away – don't worry – we have it! The session moderator will share questions with the speaker(s). All questions are anonymous.

If we aren't able to get to your question, please contact the presenter directly in a private message.

Λ≡NU				A 🖬
Welco	me to Wisconsin Water Week - Opening Monday, March 8 800am - 8:15am Monday > ( Join Now	g Ceremony		Polls Question 1 of 1 How are you feeling this morning? Please select one answer. Amazing! Looking forward to a day full of learning and collaborating
+ Add to Your Schedule		2 Add Your Notes		Good! I'm ready for Wisconsin Water Week.
EAKER				O I'm okaya little apprehensive about this virtual convention
Eric Olson DIFECTOR AND LAKES SPECIALIST Extension Lakes at UW Stevens Point College of Natural Resources				O Well, I'm here.
Carroll Schaal Livies & Rivers Section Chief				
PPORT STAFF				
Amy Kowalski Communications specialist Extension Lakes - UW-Stevens Point				
SCRIPTION				
Join us as we launch Wisconsin Water Week and prepare for the week ahead. We	Il provide important reminders and review some best practices for a	a virtual event. We hope you'll join us for this kick-off sess	ion!	
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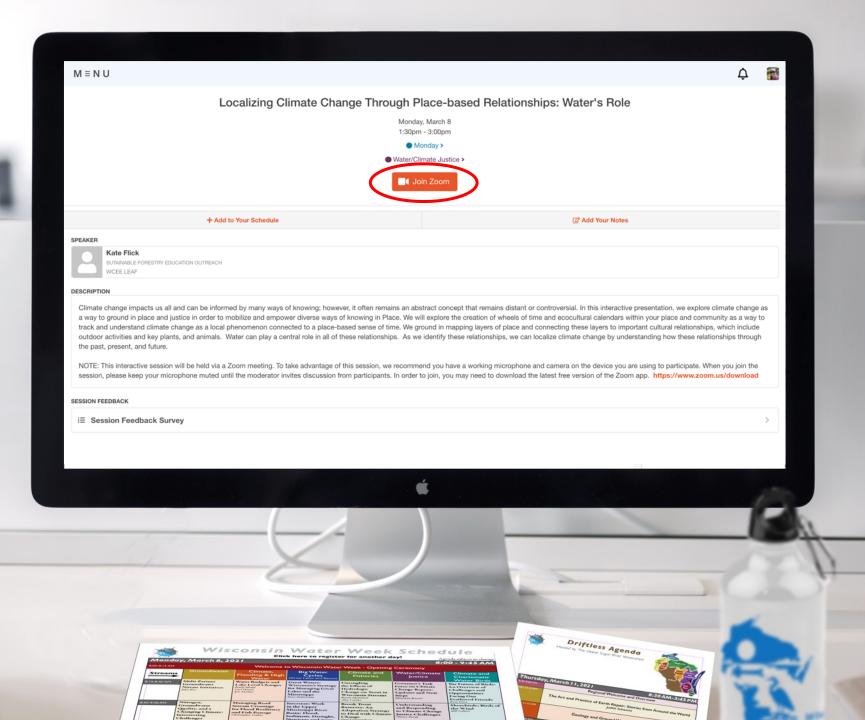


# Session Polls:

Some sessions will include polls, so the speaker(s) can get a better idea of who you are or what you're thinking.

The session moderators will share the poll results with the speaker(s).

All replies are anonymous.

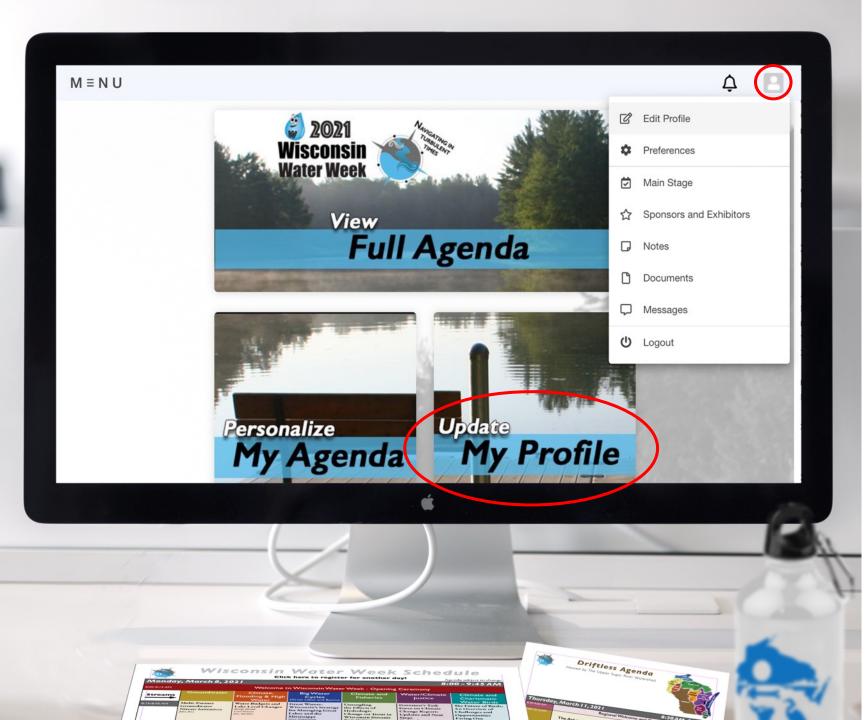




#### Zoom sessions:

Some sessions (particularly in the afternoons) will require you to exit the event space and join a Zoom meeting. Just click on the orange button to Join Zoom.

You can make sure you have the most up-to-date free version of the Zoom app, by going to: <u>https://www.zoom.us/download</u>

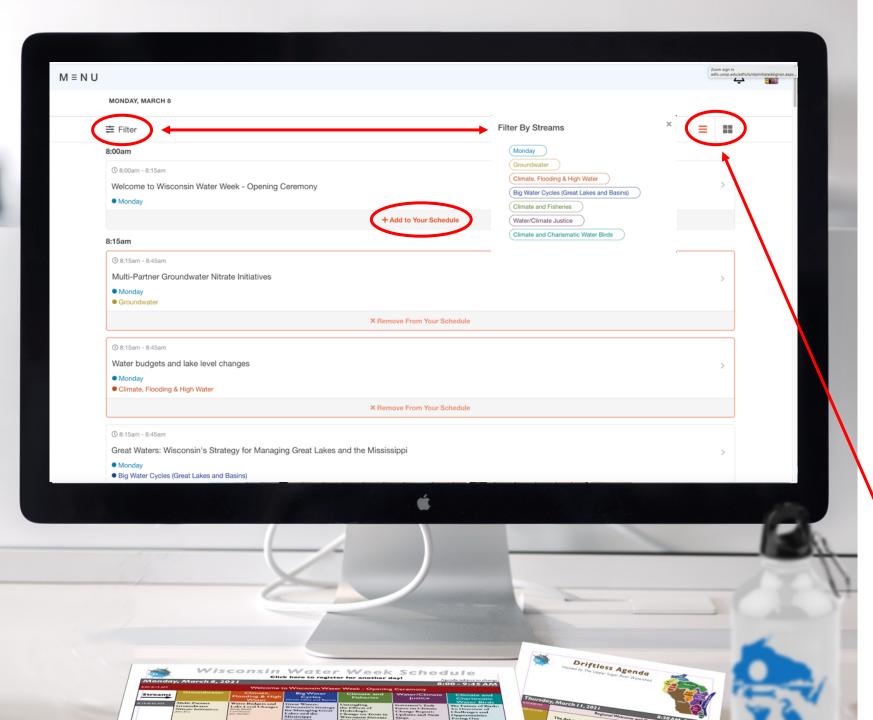




# Updating Preferences & Profile:

Click on the box 🔄 in the upper right hand corner and add a photo and bio to edit your profile!

Your profile will hold your personal information, sessions, notes, documents, and direct messages from others. You can even download your notes at the end of the week!



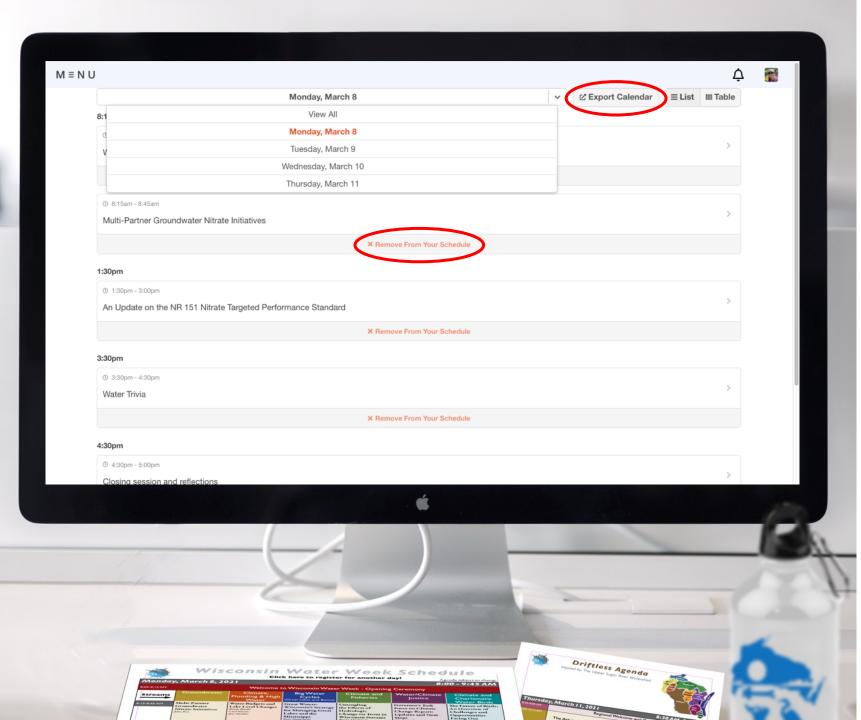


Create your own personal agenda by adding or removing sessions.

Click the Filter button in the top left of each day's agenda to see how the sessions are organized into streams.

Chronological list view = ≡ Table view= ■

Go back to the menu and click "Personal Agenda" to see your selections.



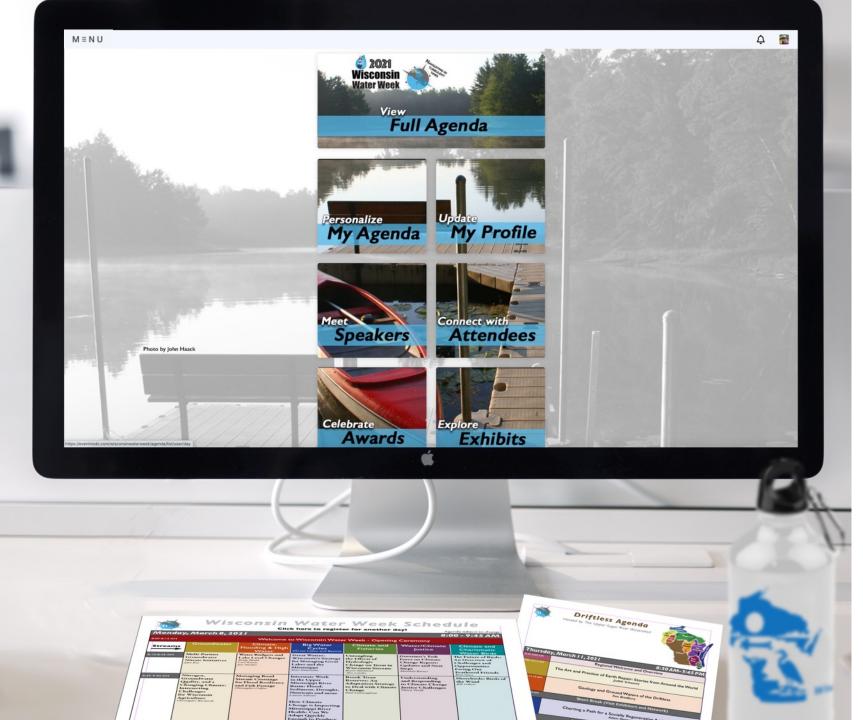


#### View Your Personal Agenda:

You can view your selected sessions by clicking "Personal Agenda" from the main menu or the "Personalize My Agenda" on the home page.

You can "view all" of your selections, or view them by day, in the default **List** view. Or you can try the **Table** view.

From here you can remove selections or even export these to your calendar!





# Enjoy Wisconsin Water Week!