

How to join the Conference:

To attend a Hopin event you need to Register and create a Hopin account. For this you'll need to provide your name, email address, and create a password. Once you've signed up check your email for a message asking you to confirm your account. From there you can sign in by clicking on the blue button: "Sign into your account". Once you've completed setting up your account, you'll receive a confirmation email.

Don't forget to add ANJEC's Virtual Earth Day Celebration to your calendar when you see the prompt. You are now registered!

Before the event starts there are several ways you can customize your profile:

- Upload a photo
- Introduce yourself with a headline and add your organization
- Add your Twitter handle, or LinkedIn information to connect with people professionally.

On the day of the event you will receive a reminder to your email with a link to join the event. Log in to Hopin with your username & password and find the Stage tab in the left-hand column. This is where we will be commencing at 11am to welcome you all and explain the platform.

During the Event you can hop in and out of the platform, and between the Stage and Expos you wish to attend.

The audience will be able to comment and ask questions using the Chat feature on the right. There are two Chat threads, one for the whole event, and one for if you are attending a specific session. Please pay attention to the settings.

Visit the Expo (booths):

The event will be taking place mainly in the Expo. You are encouraged to visit by clicking the Expo tab on the left hand menu. Scroll down the list of organizations, commissions, and other groups, and click any you'd like to visit. You can view a variety of materials provided by the Expo Exhibitors, and register interest in any you'd like to learn more about.

One on One Meetings:

If you'd like to catch up with someone specific at the Conference, you can chat directly with them by finding their name under "People" on the right. There is also the option to invite another participant to a face-to-face meeting where you can speak to each other privately.

If you have any questions or problems, please email Alex at aambrose@anjec.org or Liz at eritter@anjec.org.