

2021 Eastern Oregon Operators VIRTUAL Conference.

March 29-31 Monday—Wednesday

Starts each day at 8 am **PACIFIC TIME**

How to ATTEND the virtual conference



GET TO KNOW THE Main Menu



LOGIN TO THE APP

<https://eventmobi.com/eooc2021/>

Enter the Event App URL into your browser, **click the link above**, OR download the Event App from any app store as available.

To **Login** click the icon in the top right corner of the app and enter your email address. You will need to create a password as well.

Each registrant needs to create a login (email address) and password. Registrants cannot double-up on a computer screen.



SESSION ENGAGEMENT

ADD SESSIONS TO YOUR SCHEDULE

Go to the Agenda Module, select the session you want to attend. Click **Add to Your Schedule**.

TAKE NOTES Go to the Agenda Module, select the session to add notes. Click Add Your Notes, to write and save your note(s).



PARTICIPATE IN POLLS

Go to the Agenda Module, select the session you are attending. Click **Polls** next to **Chat**. Polls will be made available towards the end of each session.

SEND A MESSAGE Go to the Attendees Module, select who you want to connect with. Click Send them a Message to start a conversation.

DOCUMENTS Some speakers have handouts. You can find them when you click on their session or go to Documents on the left panel and search there.

POLLING IS IMPORTANT

You **MUST** answer each **POLLING QUESTION** (and do roll call) to be awarded CEUs.

At the day/time of your session, find your session (if you haven't created your schedule ahead of time) by clicking on 'Agenda' (either on the left blue panel **or** the 'Agenda' image box in the center). In the session window, you will see a Chat box on the right. When the Moderator has asked for the roll call, type in your First and Last name. Start the session on time. The moderator might cue you to play the session. View the session in its entirety. Please keep on schedule! Type any questions in the Chat Box. The moderator will note your questions to be sent to the speaker or the speaker maybe present to answer the questions themselves via the Chat window. Towards the end of the session, a Polling Question will be made available and can be found by clicking 'Poll' to the right of 'Chat'. When the session is done playing, you will need to Refresh the app, so that the Poll Question is available.

You must do roll call at the beginning of the session and respond to the poll question to receive CEUs. If both are not done you will not get CEUs.

View the sessions during the scheduled times per the agenda. If you watch any session outside the scheduled time, you will not be accounted for in the roll call or be able to respond to the Polling Question, and therefore will NOT receive CE credits.



GET TO KNOW THE Personal Dashboard



EDIT YOUR PROFILE (click on the box in the upper right to activate these options)

Fill out the details into your Profile. This will allow you to message other attendees and participate in Group Discussions when available.



ADJUST YOUR SETTINGS Set your desired settings on Attendee Messaging and Email Settings.



UPCOMING SCHEDULE Your saved sessions will appear in their upcoming order.



YOUR FAVORITES Access all your favorited and saved items.

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