

CONSTRUCTION INNOVATION FORUM 2020



7-8 OCTOBER 2020

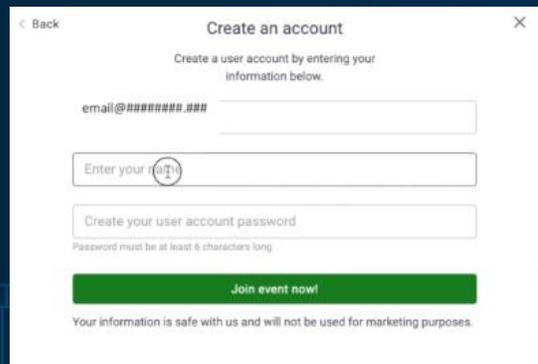
Network Café Onboarding

We would like to ensure that your experience at our virtual event is as easy and smooth as possible, so please follow these few simple steps to successfully login and use the networking café so that you can relax, listen to the amazing speaker line up, meet new people and enjoy the event.

Step 1

When you first enter the café you will be asked to enter your email address, name and create a password.

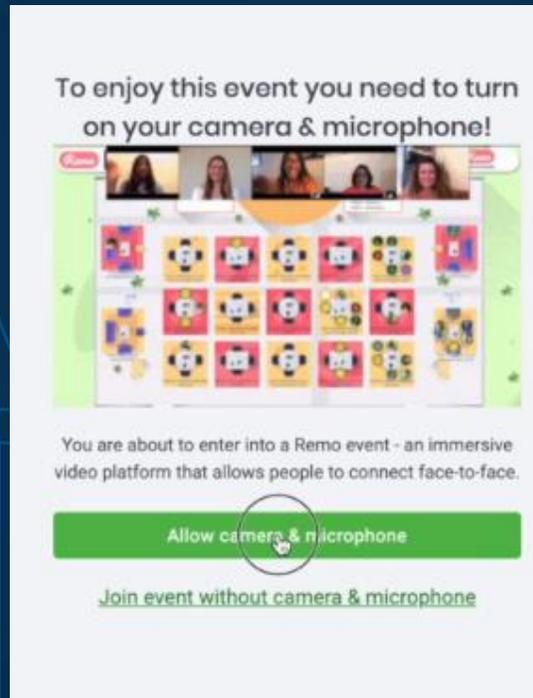
Please note, your name will be viewable to the other delegates so just use your first name if privacy is a concern. Click Join event now button.



The screenshot shows a mobile application interface for creating an account. At the top, there is a back arrow and a close button. The title is 'Create an account'. Below the title, it says 'Create a user account by entering your information below.' There are three input fields: 'email@#####.###', 'Enter your name', and 'Create your user account password'. Below the password field, it says 'Password must be at least 6 characters long'. At the bottom, there is a green button labeled 'Join event now!' and a small disclaimer: 'Your information is safe with us and will not be used for marketing purposes.'

Step 2

You will be prompted to allow access to your camera and microphone. These are used to enable video chat with other delegates in the café.



Step 3

You will now be in the networking café and will be randomly placed at a table to start. You can double click on any seat on the floorplan to move to another table. You can now turn on your camera and microphone. You can only chat to people on the same table as you.



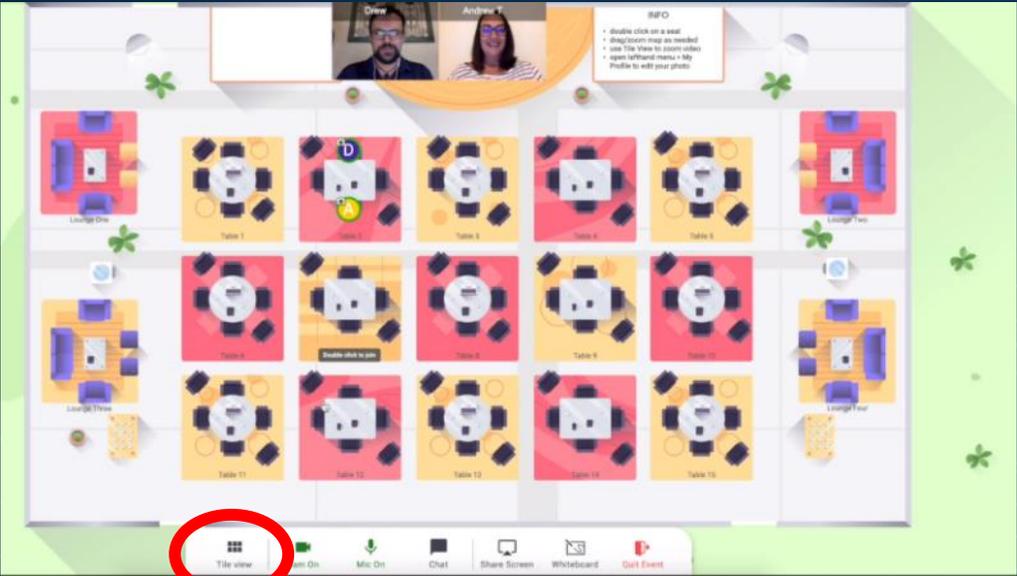
How it works

Controlling video size

You can increase the video chat screen by clicking on the tile view. Click on 'Back to Map' to return to the floor plan.

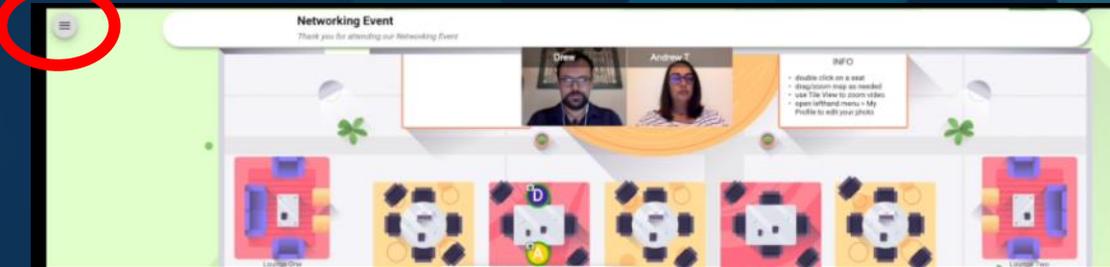
Editing your profile

You can edit your profile by clicking the menu on the top left corner and selecting My Profile and then select the pencil icon to edit your name and photo.

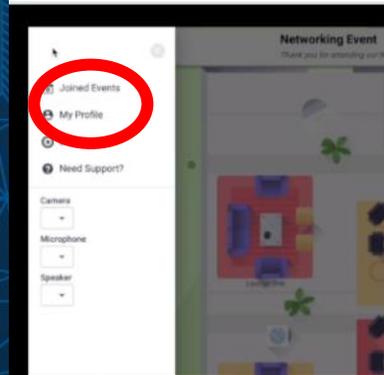


Tile view

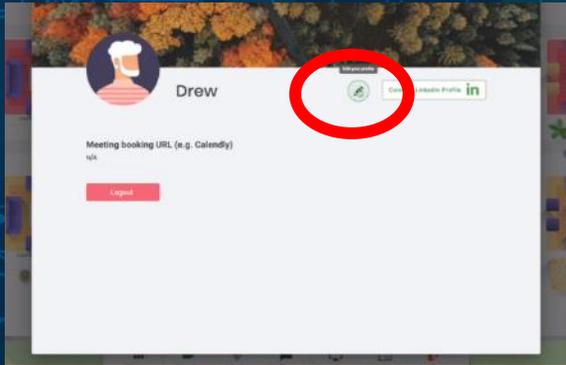
Edit profile menu



My profile



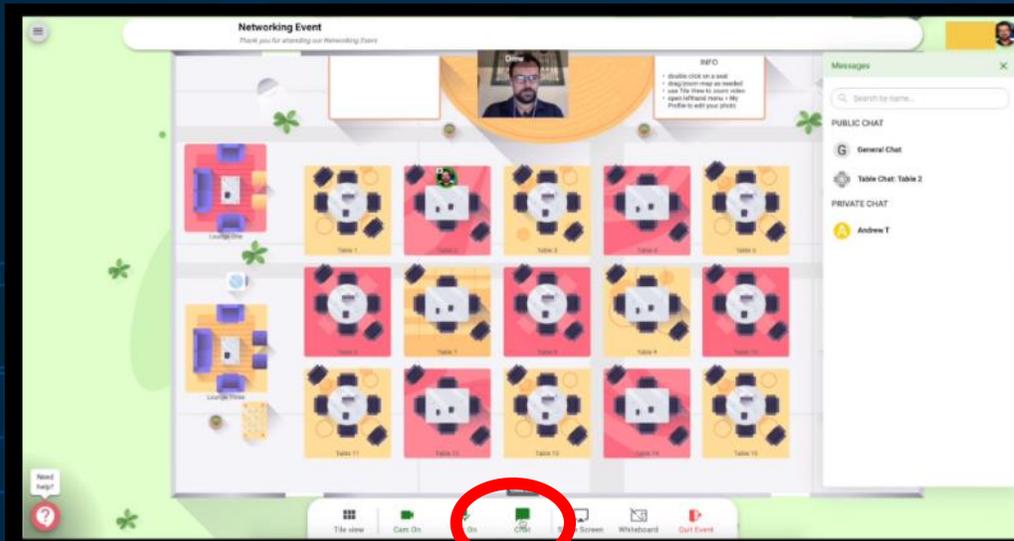
Pencil icon



Chat Feature

Another way to interact is via the Chat feature. Click on 'Chat' to bring up the chat box. There are three ways to use the chat feature:

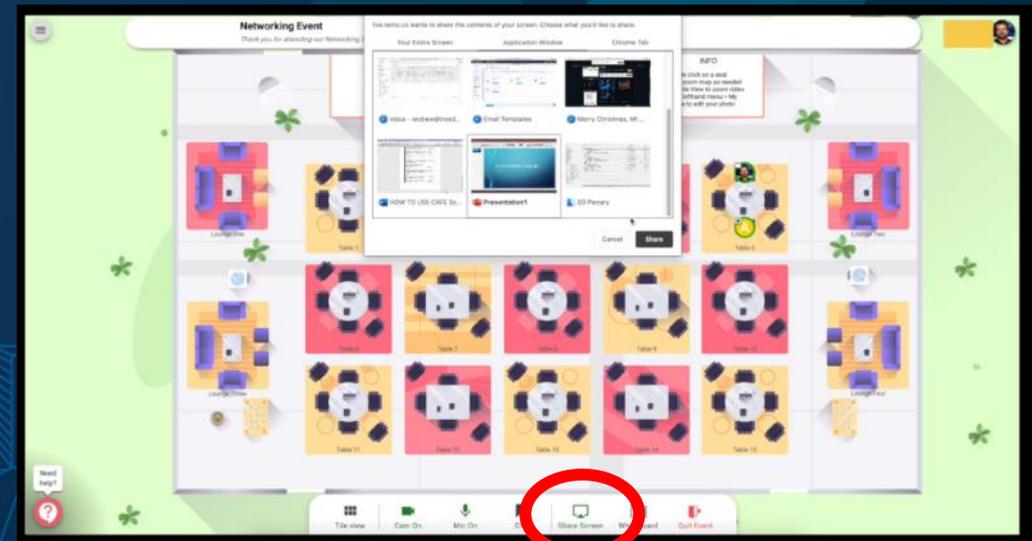
1. Public chat with all guests in the event
2. Table chat with guests at your table
3. Private chat with another guest



Chat

Sharing Documents

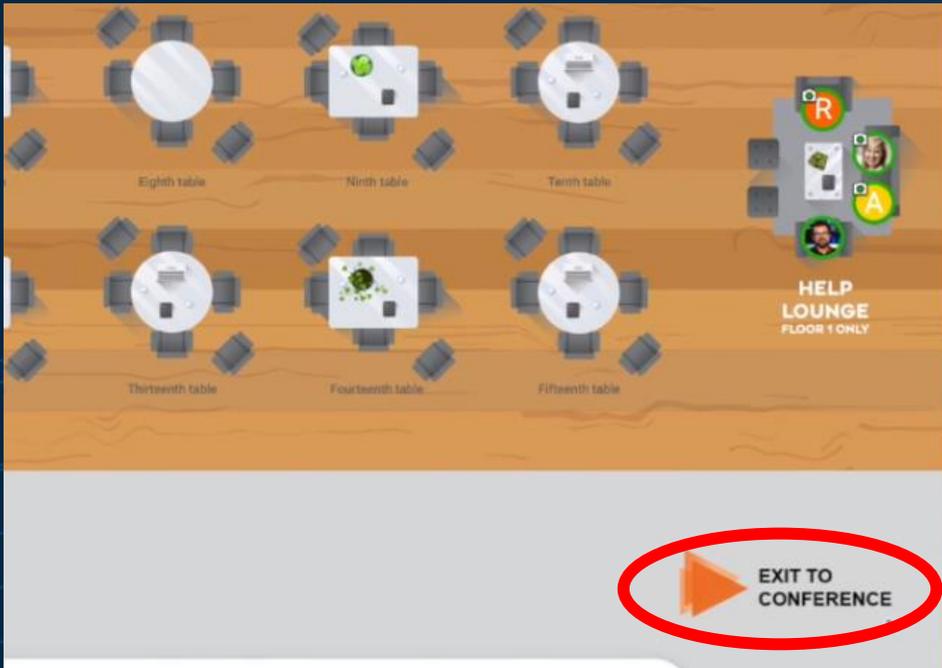
You can share documents with other attendees by selecting the share screen button



Share screen

Returning to the Livestream

To exit the Networking Café and return to the Conference, select the 'Exit to Conference' Button



Promotions and Workshops

Visit our partners' tables in the café for workshops, demonstrations, competitions, promotions and delegate offers. Or just to say to a friendly face.

Presentation Notifications

We will send notifications in the networking café to inform you when a keynote presentation is about to start so that you don't miss any presentations. You are welcome to stay in the network café however if you choose.

Need Help?

Access the Help Desk anytime.

