



# California Metals Coalition 48th Annual Conference February 26, 2021

## How to Navigate CMC's Annual Meeting Virtual Platform: Whova Page 1

### About Whova—Our Conference Platform

The conference app will act as the “event venue.” Attendee interaction, exhibitor and sponsor booths, speaker sessions, group chats, and more are all within Whova. (Below is a screenshot of the home page).

### Register to Access Whova:

You must first register for the meeting. Once registered you will receive an email with access information.

### Registration Link:

[www.metalscoalition.com/annual-meeting.html](http://www.metalscoalition.com/annual-meeting.html)

### REGISTER EARLY!:

Registrations on the day of the meeting will not likely be processed in time to watch live.

### Making Your Whova Account:

1. Visit: [https://whova.com/portal/webapp/cmcc\\_202010](https://whova.com/portal/webapp/cmcc_202010)
2. Use the email account you used to register for the conference and create a new password.
3. After you register and create a Whova account, you can access the conference on your laptop/desktop/phone.

### Whova App for Smart Phone:

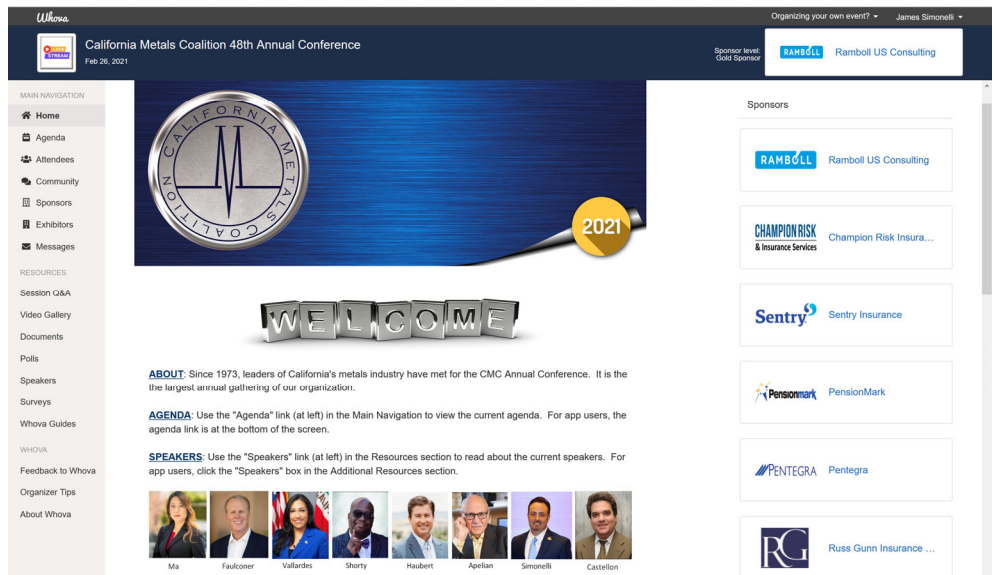
Download the Whova app to your smart phone and access the virtual conference.

### Whova Platform Available After Feb 26th:

We will be recording the speakers and making the videos available on the Whova platform after Feb 26th. You can also visit exhibitor or sponsor booths.

### How Do I Use the Whova Platform?:

See next 2 pages.



Speakers may include elected officials, government decision makers, industry experts, and other topic-related specialists.

**WATCH SPEAKERS:** Speakers will be live on this platform. To watch a speaker, start at the "Agenda" link (at left) in the Main Navigation. For app users, the agenda link is at the bottom of the screen. Once you are in the Agenda section click "View Session" to watch the speaker.

**ASK QUESTIONS:** While you are watching the session live, submit a question to the speaker. Use the right side of the screen. At the bottom, click "ASK A QUESTION" and submit. The moderator will manage the questions.

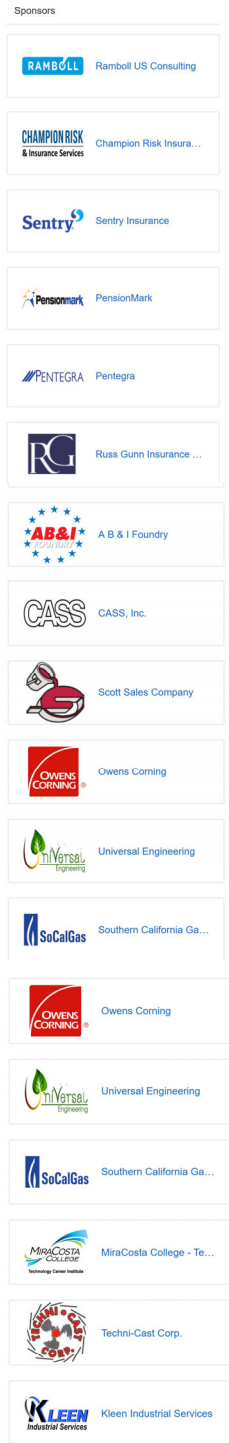
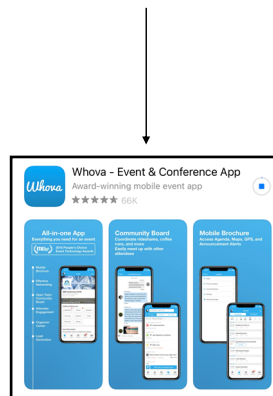
**MISS A SPEAKER?** Don't worry! After the event concludes, our goal is to post a recording of each session. We also plan on keeping this platform available to attendees after the event ends on Feb 26.

**EXHIBITORS:** Use the "Exhibitors" link (at left) in the Main Navigation to view. For app users, the Exhibitor link is a box under "Additional Resources". Watch video, read or download literature and interact with the metal industry's leading vendors.

**SPONSORS:** Thank you sponsors! View them using the "Sponsors" link (at left) in the Main Navigation to view. For app users, the Sponsors link is a box under "Additional Resources".

**MEET OTHER ATTENDEES:** Use the "Attendee" link (at left) in the Main Navigation to see the current attendees. Send a message to introduce yourself. For app users, the Attendee link is at the bottom of the screen.

This event is also available on the Whova Mobile App: [Download Link](#). You can interact with others on your phone in the app more conveniently wherever you go.





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## How to Navigate CMC's Annual Meeting Virtual Platform: Whova Page 2

### Navigating Whova:

#### Home

Return to main page.

#### Agenda

Speaker bios, topics, and times. This is where you can **watch** sessions by clicking: [View Session](#)

#### GOOGLE CHROME WARNING:

Whova may ask you to switch your browser to Google Chrome to watch the live feed. If you can see the speaker, ignore this request.

#### Attendees

View attendee profiles and set up your own. Click "send message" on another attendee's profile to direct message that individual.

#### Community

Create virtual meet ups with other conference attendees, and post public questions for other attendees to see.

#### Sponsors & Exhibitors

Visit virtual vendor booths.

#### Win a Prize!

Visit exhibit booths and be entered in a drawing to win a prize.

#### Messages

View messages other attendees have sent you. If you have unread messages, a red number will appear next to your "Messages" tab.



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### Whova Resources:

Below the main navigation section are "Resources" that you can access.

### Session Q&A

A list of speaker Q&A will be archived here.

### Video Gallery

Videos uploaded by exhibitors, sponsors, speakers and attendees.

### Documents

Videos uploaded by exhibitors, sponsors, speakers and attendees.

### Polls

A list of session polls will be archived here.

### Speakers

View the bios and/or contact information of each speaker.

### Surveys

Surveys will be archived here.

### Whova Guides

Whova provides guides on their platform for you to review.

**What Will the Speaker Session be Like?**

- Attendees can watch each speaker by clicking "Agenda" and choosing [View Session](#)
- Interact on the right by choosing Q&A, Polls, Chat or Community. [Q&A](#) [Polls](#) [Chat](#) [Community](#)
- The moderator will select questions from this section to ask the speaker.