

# Already Registered?

## Virtual Schedule and Networking

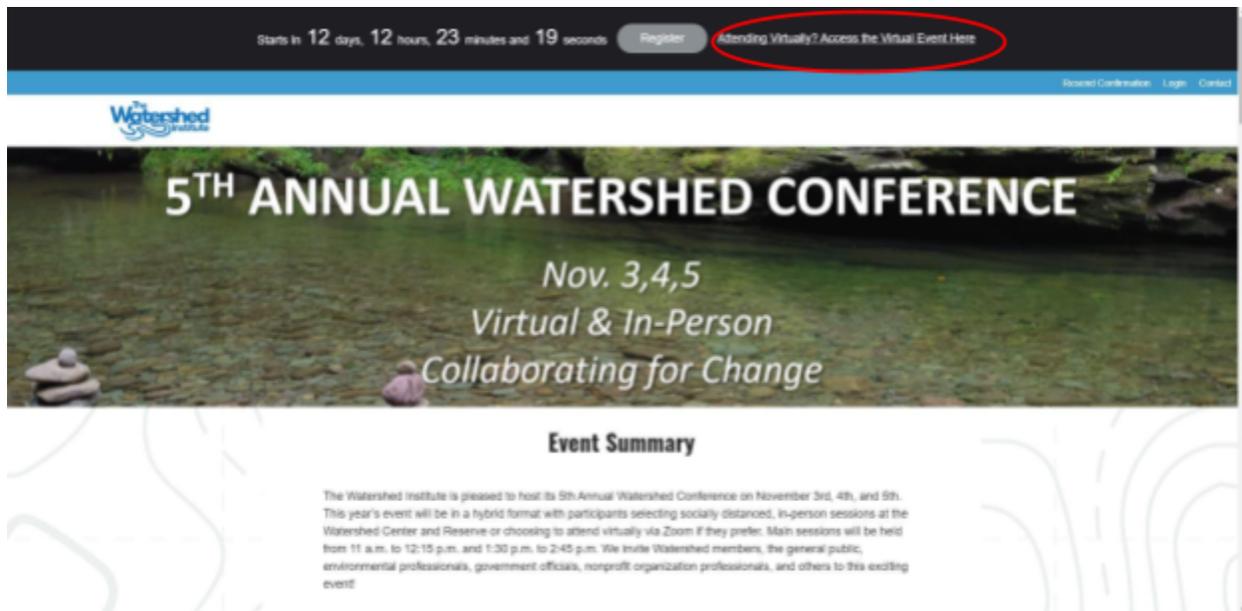
This is our first hybrid conference and we are learning as we implement this system. Our goal is to make sure attendees are able to use the Virtual Schedule hub and networking opportunities to the maximum extent available this year.

### Take note of individuals you want to connect with:

During sessions, note down the names of audience members (whether virtual or in-person) that you would like to connect with. Attendees should strive to complete their online profiles in our virtual schedule hub - where contact information, bios, and pictures can be shared between attendees. Learn more on how to set that profile up here:

### Access the Virtual Hub:

There are two easy ways to find the virtual hub. You can do so from the main registration page up top or from your email confirmation.



The screenshot shows the top navigation bar of the Watershed Institute website. It features a countdown timer: "Starts in 12 days, 12 hours, 23 minutes and 19 seconds". To the right of the timer is a "Register" button and a link "Attending Virtually? Access the Virtual Event Here" which is circled in red. Below the navigation bar is a blue header with the Watershed Institute logo and links for "Account Confirmation", "Login", and "Contact". The main banner area has a background image of a stream and rocks, with the text: "5<sup>TH</sup> ANNUAL WATERSHED CONFERENCE", "Nov. 3,4,5", "Virtual & In-Person", and "Collaborating for Change". Below the banner is an "Event Summary" section with a paragraph of text: "The Watershed Institute is pleased to host its 5th Annual Watershed Conference on November 3rd, 4th, and 5th. This year's event will be in a hybrid format with participants selecting socially distanced, in-person sessions at the Watershed Center and Reserve or choosing to attend virtually via Zoom if they prefer. Main sessions will be held from 11 a.m. to 12:15 p.m. and 1:30 p.m. to 2:45 p.m. We invite Watershed members, the general public, environmental professionals, government officials, nonprofit organization professionals, and others to this exciting event!"

## Your Registration Details Are Below

Thank you for registering for the 5th Annual Watershed Conference. Please review your order information below. If you registered in-person, please be sure to complete the waiver. If you registered in-person, please be sure to complete the waiver. After doing so, you will receive your QR code for in-person check in. If you have any questions, please don't hesitate to contact Pri Oliveira at [poliveira@thewatershed.org](mailto:poliveira@thewatershed.org).

Confirmation HYBRDCPY-8450011

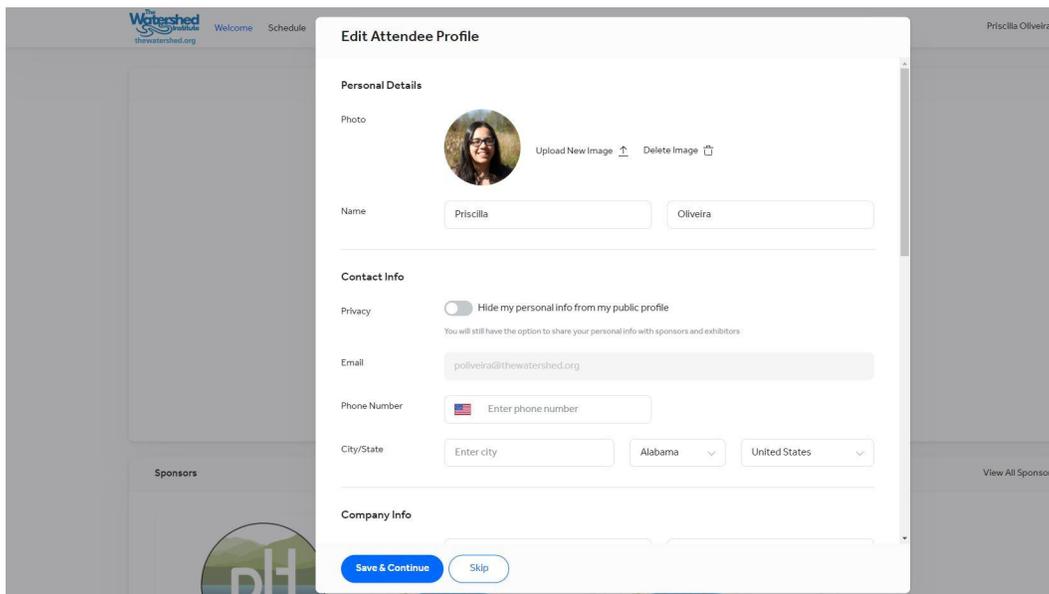


5th Watershed Conference Hybrid Event Digital Pass  
for Priscilla Oliveira

Complete My Profile

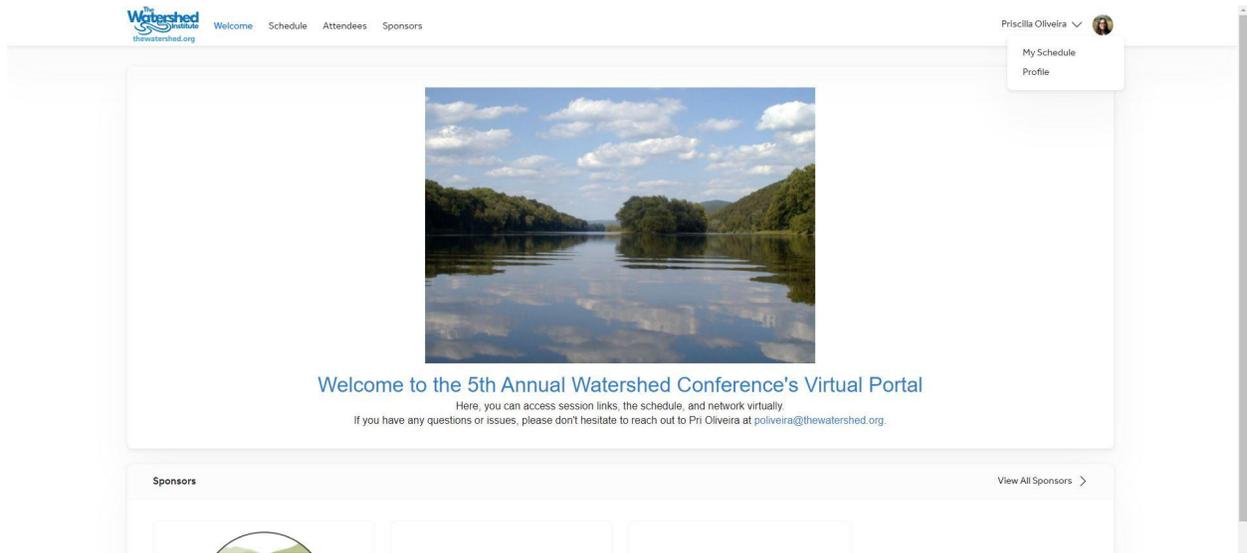
Access Virtual Event

When you first login to the hub, you will likely see your profile pop up which you can complete at your leisure though we recommend doing so before the start of the conference on Nov. 3. **If you prefer to hide your information, there is an option for that as well.**



The screenshot shows the 'Edit Attendee Profile' form. The form is titled 'Edit Attendee Profile' and is divided into several sections: 'Personal Details', 'Contact Info', and 'Company Info'. In the 'Personal Details' section, there is a photo of Priscilla Oliveira, a name field with 'Priscilla' and 'Oliveira' entered, and a privacy toggle set to 'Hide my personal info from my public profile'. In the 'Contact Info' section, there is an email field with 'poliveira@thewatershed.org' entered, a phone number field with a US flag icon and the text 'Enter phone number', and a city/state field with 'Alabama' and 'United States' selected. In the 'Company Info' section, there are two empty text input fields. At the bottom of the form, there are two buttons: 'Save & Continue' and 'Skip'.

## Access Attendee Information



From the front page of the virtual hub, feel free to go through the different tabs, especially the Attendee and Sponsors tab. In these tabs, you will see lists of Attendee profiles and sponsors (respectively). Click view more in profiles to find more information and contact information where it has been provided.