Bluenotes **GLOBAL** 2020
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Conference App Guide for Bluenotes GLOBAL 2020 Virtual Experience (BNG 2020 VX)

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Accessing the BNG 2020 VX Conference App from a Mobile Device

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BNG 2020 VX Conference App – Mobile Device

- **From your mobile device**
  - **Check your inbox to with the email titled "*To Join BNG 2020 VX: Verify your BNG 2020 VX Conference App account*"**
  - **As you follow the steps in this email**
    - ✓ **"Attendee Hub" app will be installed on your mobile phone, upon successful verification**
    - ✓ **If you already have Attendee Hub on your mobile phone,**
      - Navigate to your profile
      - Tap "Switch Event"
      - Search "Bluenotes GLOBAL 2020 Virtual experience" and tap to open it.

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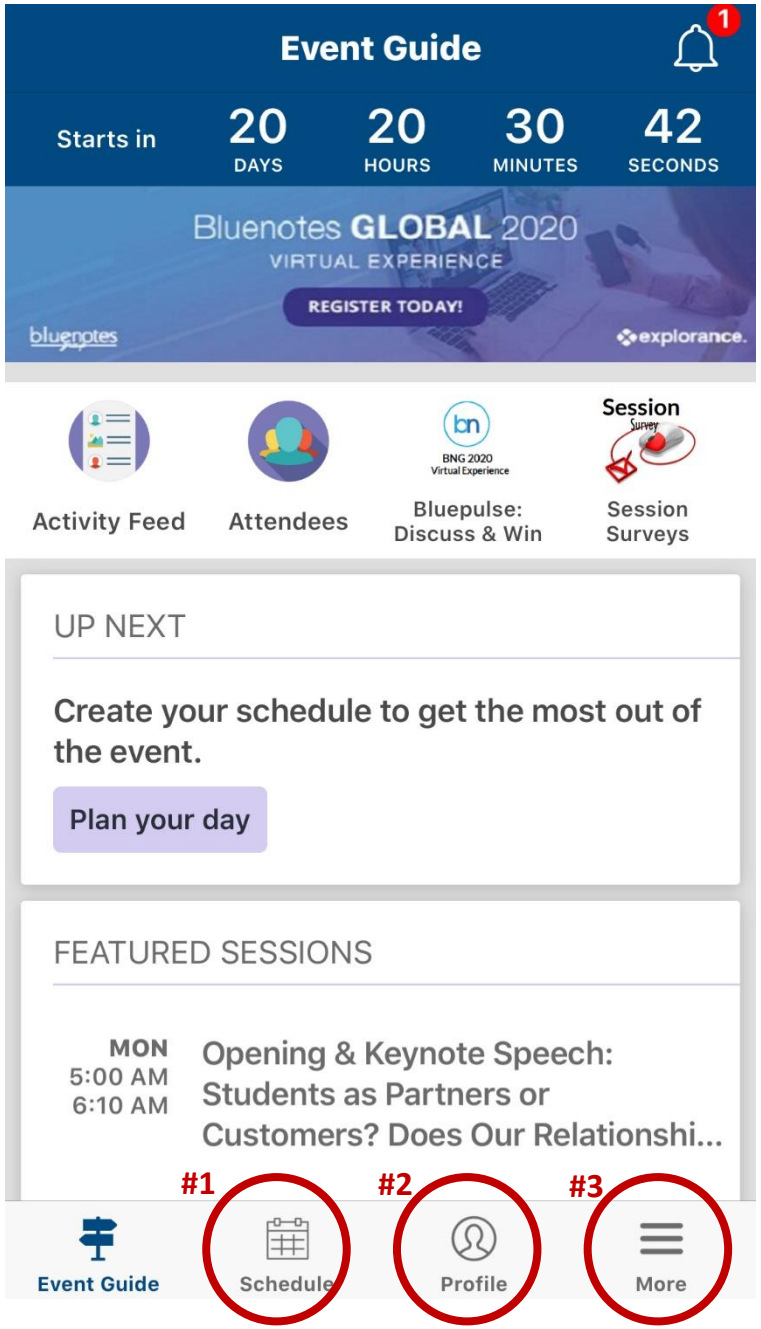
Once you log in to the BNG 2020 VX Attendee Hub, this is what you will see



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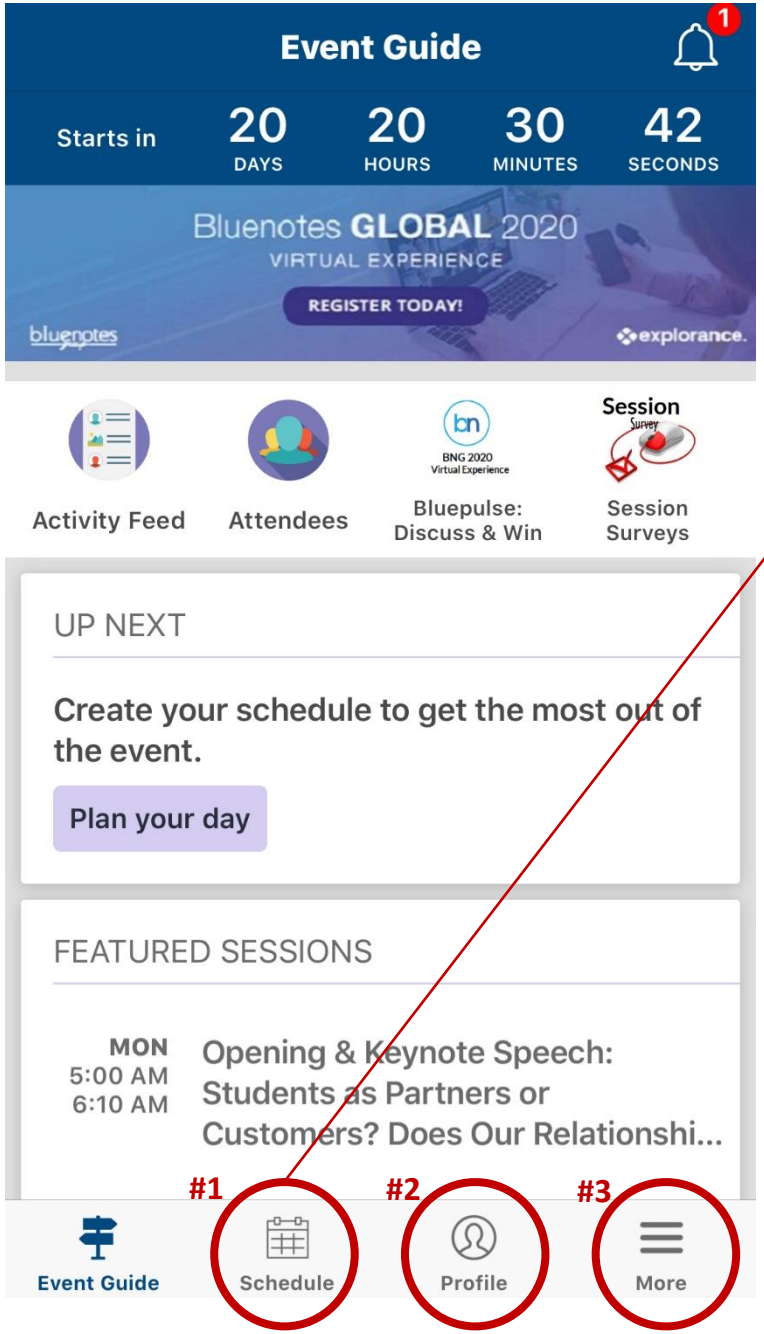
QUESTIONS:

- **Where can I find the sessions?**
- **How do I create my own schedule?**



#1: **Tap "Schedule" to access your personalized schedule then add sessions you want to attend.**

After building your schedule you can export it to your devices calendar.

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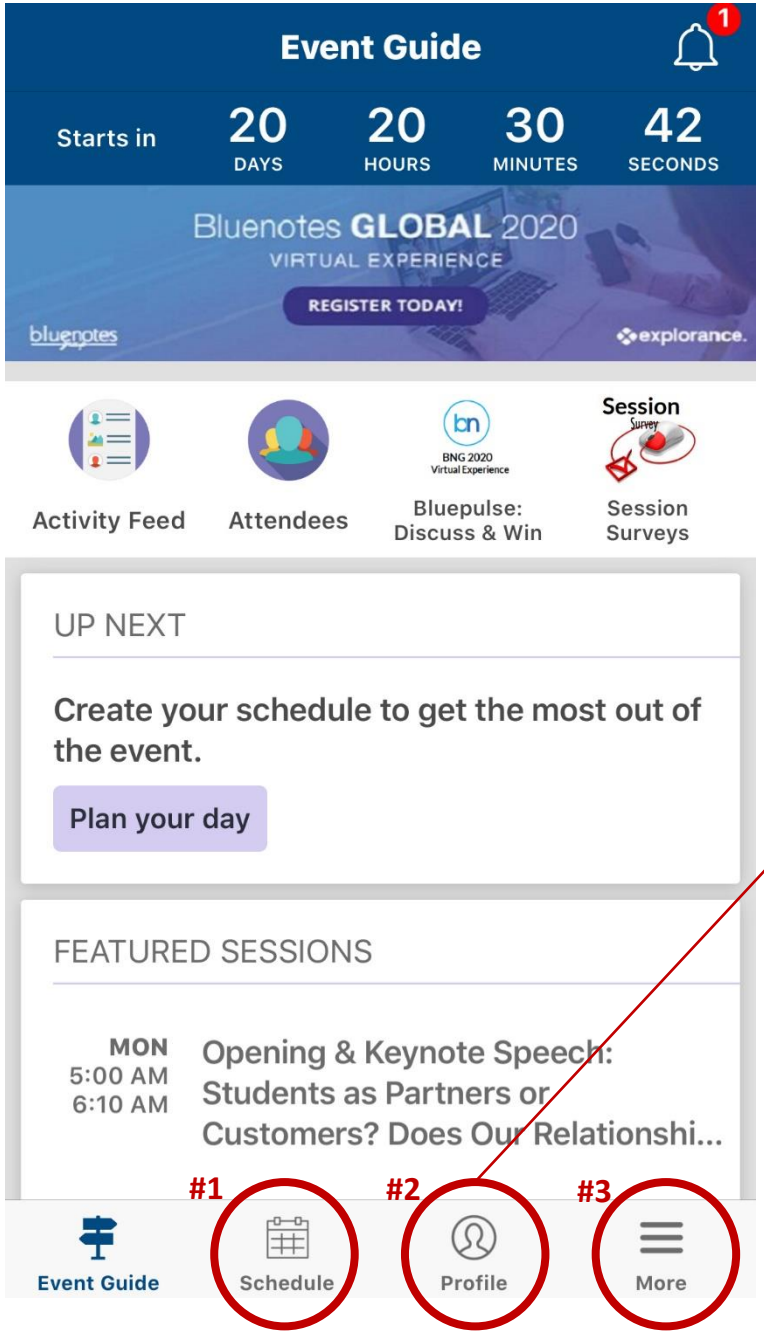
QUESTION:

- **How do I change my profile information?**



#2: Tap the profile icon to update your profile

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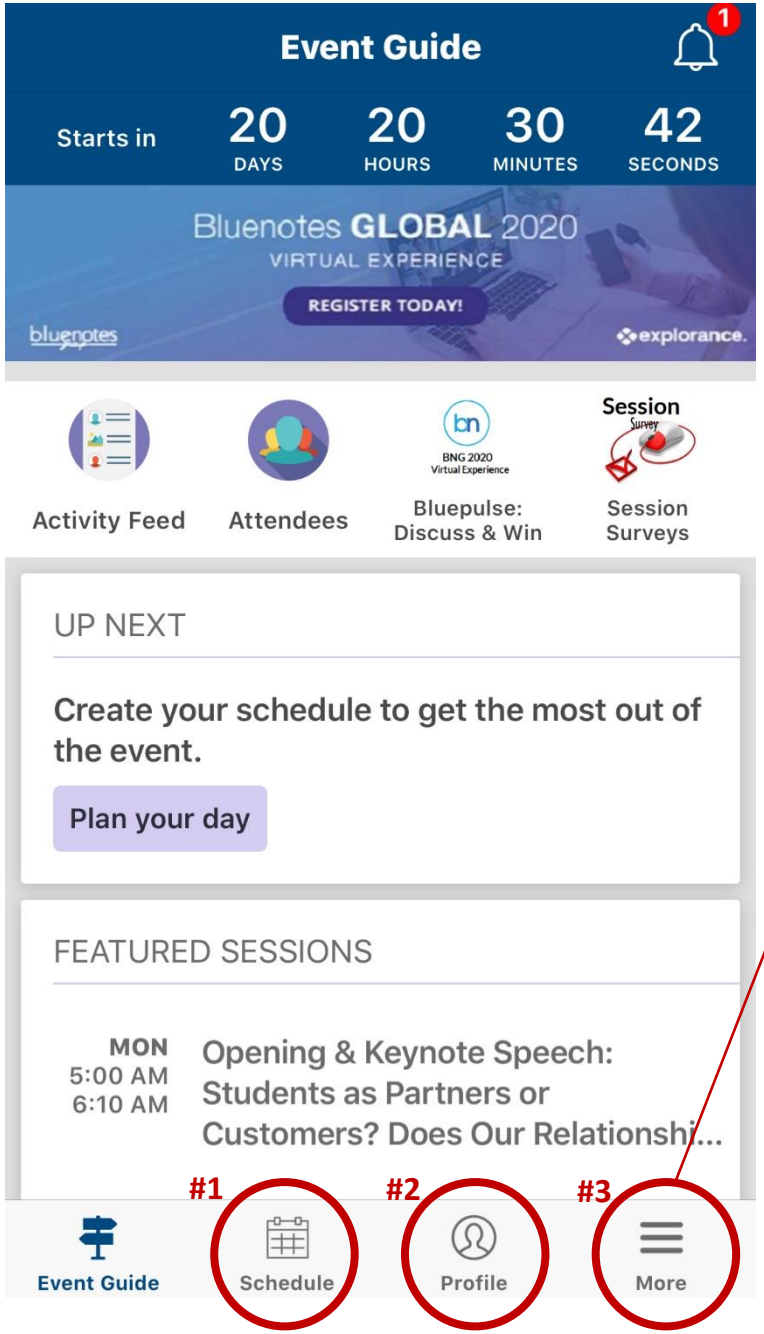
QUESTION:

- **Who do I contact if I have a question?**



#3: Tap the More icon to access additional conference details including who to contact if you need assistance.

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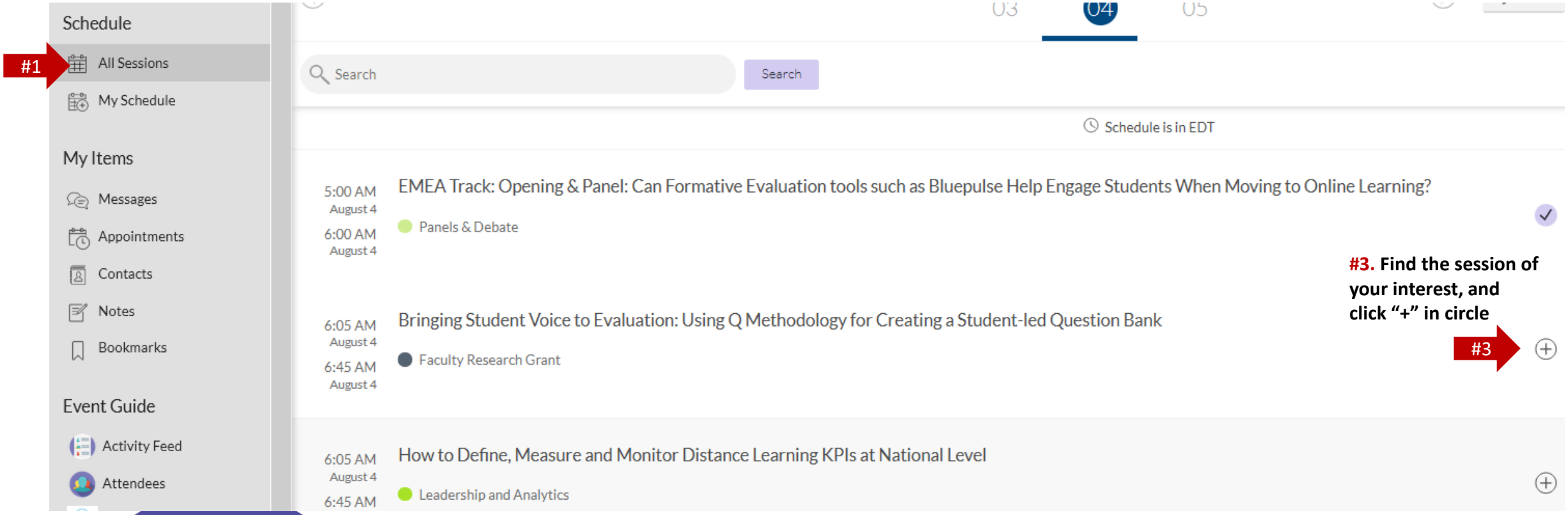
Question: How do I create my own schedule from the BNG 2020 VX conference website (Desktop)?

#1. Click "All Schedules"

#2. Click Date

#3. Find the session of your interest, and click "+" in circle



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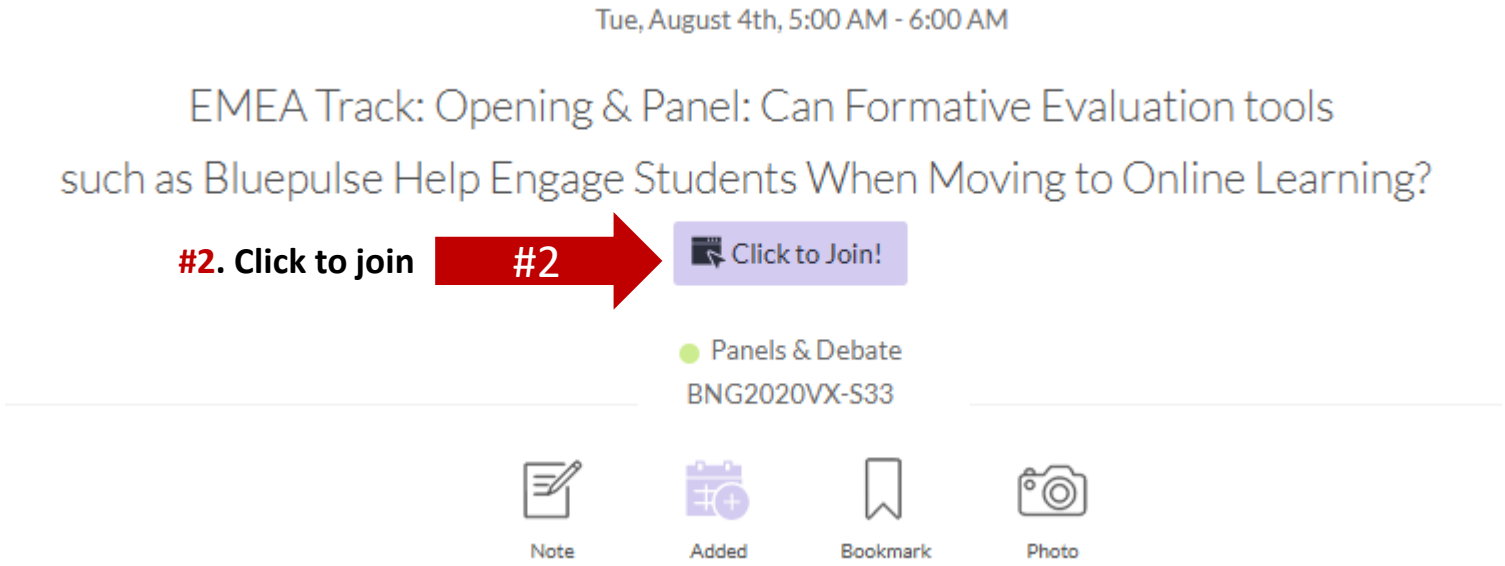
Question: How do I join a session from the BNG 2020 VX conference website (Desktop)?

#1. Upon clicking a session of your interest, we will see the session information like below



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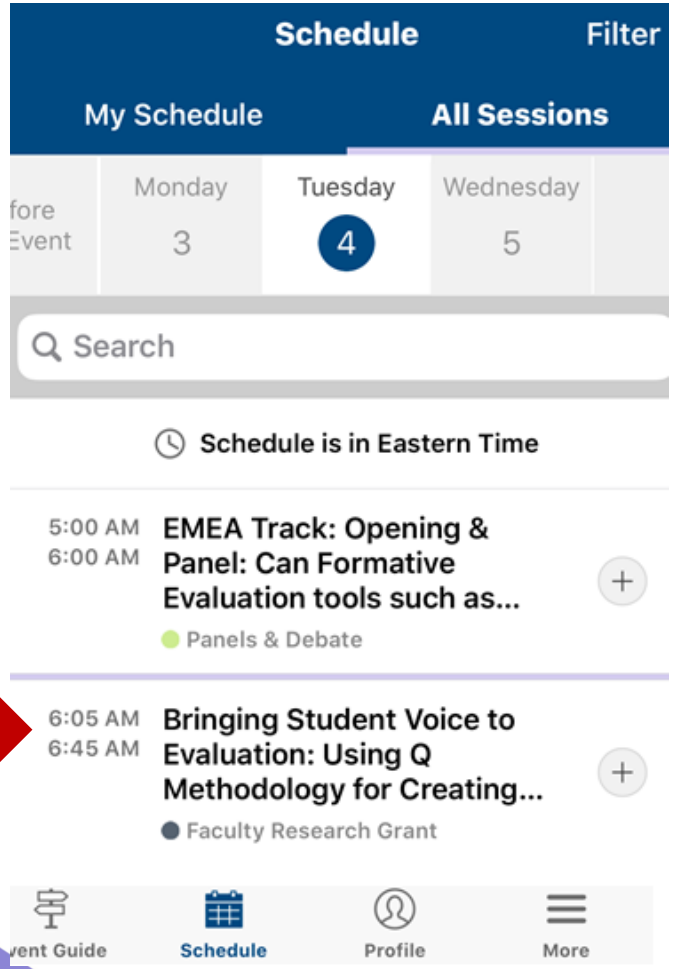
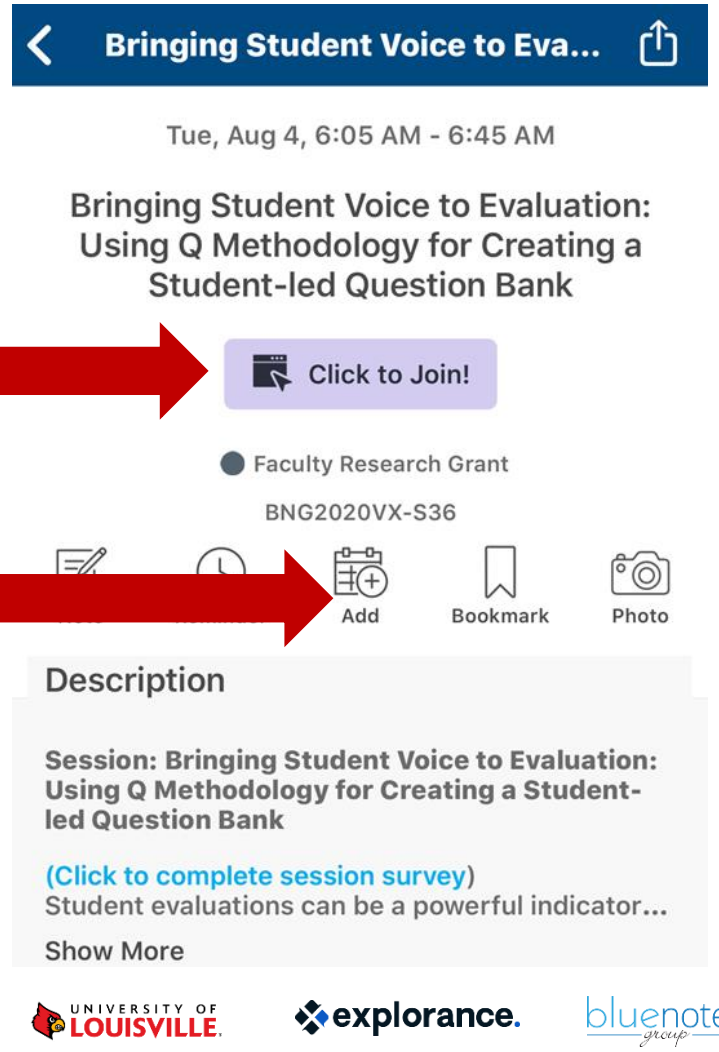
Question: How do I join a session during BNG 2020 VX from Mobile Device?

Navigate to your schedule then tap a session from the list.



Tap this link to join the session

Tap the Add icon to include this session in your schedule



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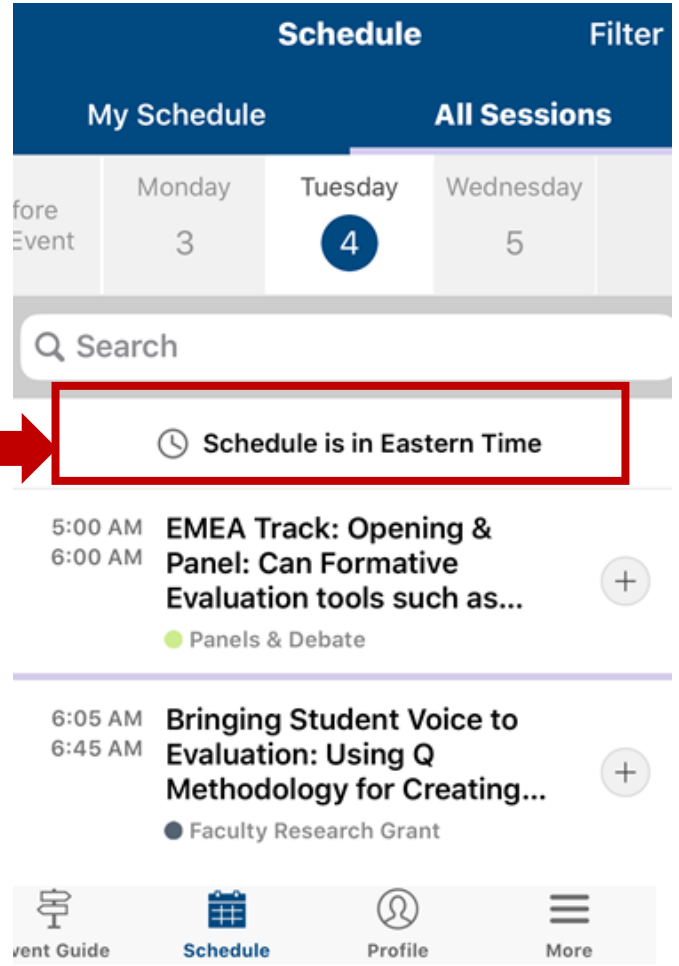
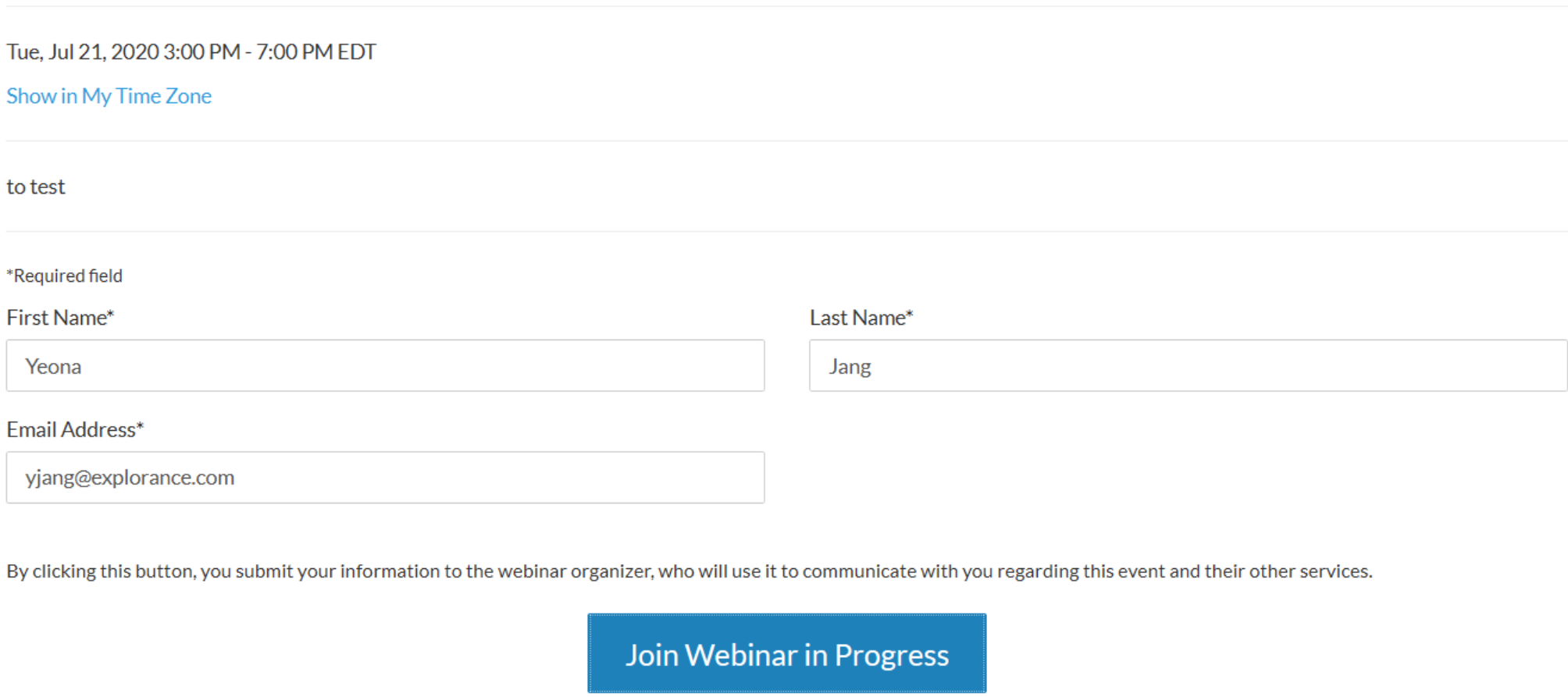
Time Zone used

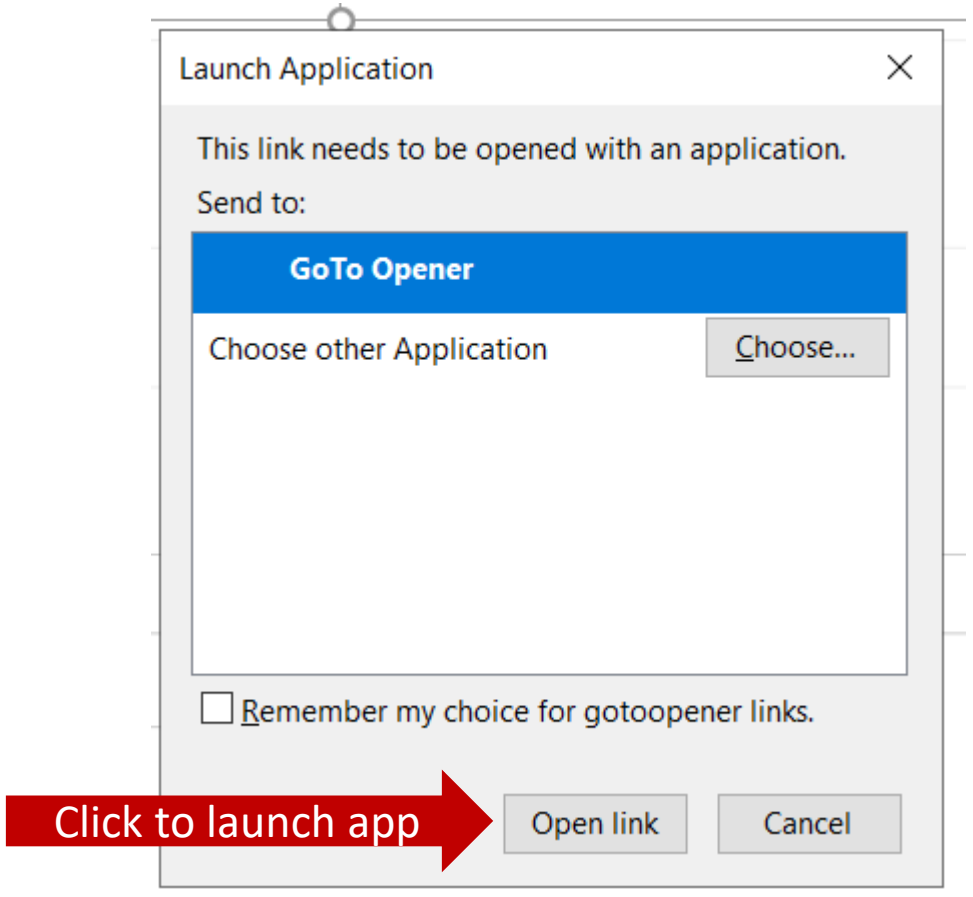
- Currently, the conference app cannot adjust time zone dynamically to your local time zone.
- The time zone in the schedule is EDT.
- The conference program in pdf shows the 8 different time zones (Pages 6-16)
  https://www.bluenotesgroup.com/bn-global-2020-virtual-experience-conf-program/
- Thank you for your understanding of this time zone limitation in the conference app.



Upon you “Click to Join!”, for security reasons, you will be asked to enter your first name, last name, and email address.
Then, click “Join Webinar in Progress”



If you don't have gotowebinar app in your computer or mobile device, you will see the following



Question: Where do I complete the session survey?

There are two ways to access a session survey

- #4. Tap the Session Surveys icon (#4) then search for the session and tap Fillout for the session and tap Fillout for the session survey you wanted to access.

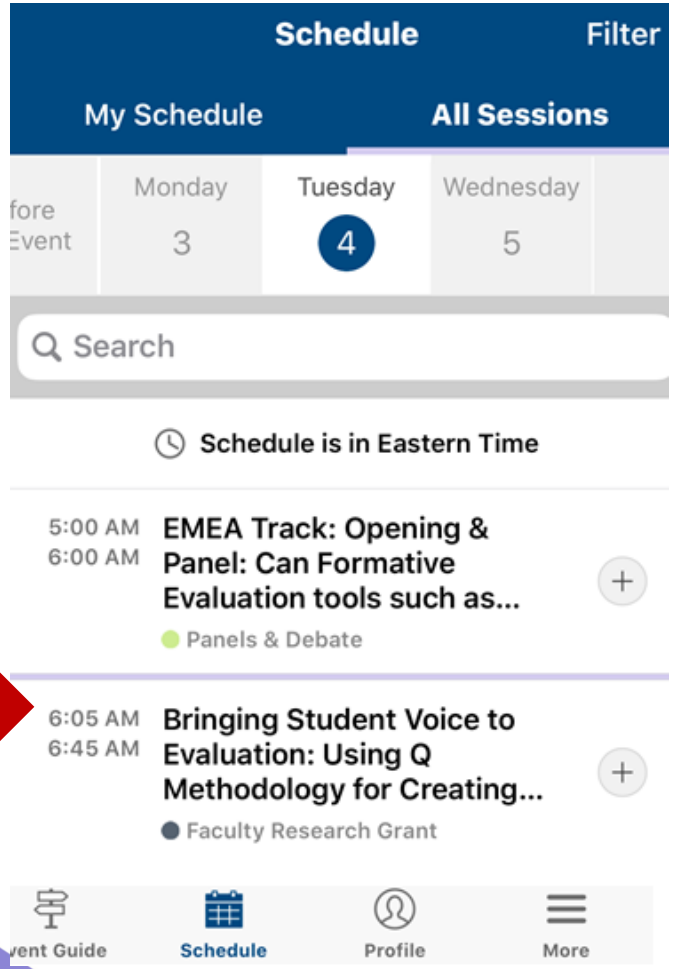
OR

- Tap the "Click to complete session survey" link when viewing the session description (See the next slide)

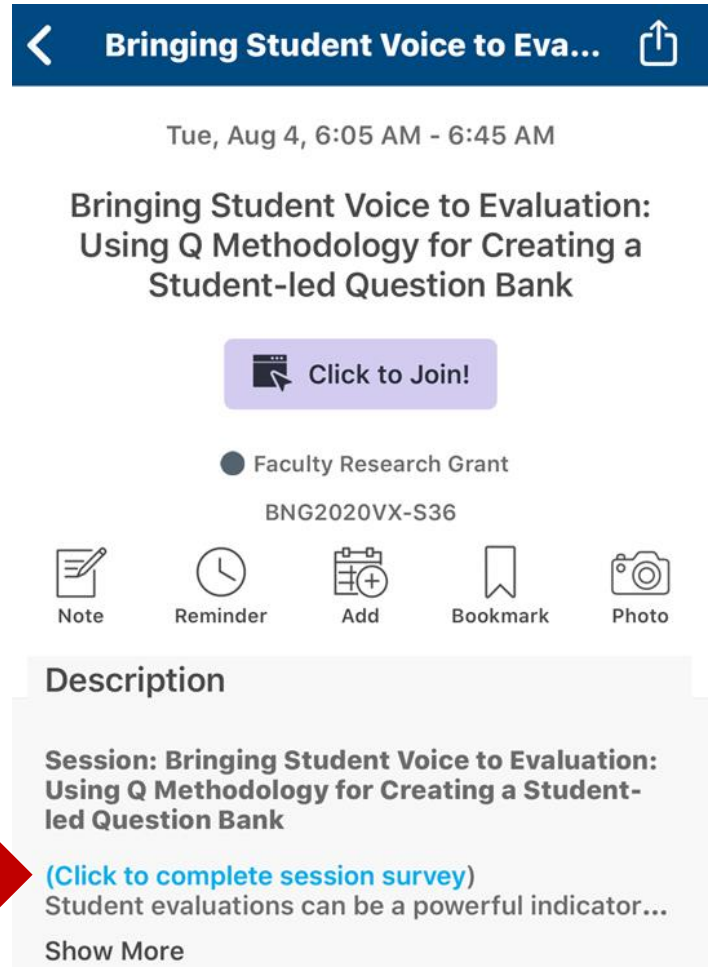
#4

Access a session survey from the session description

Tap a session that is in schedule



Tap the link to go directly to the session survey



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Accessing the BNG 2020 VX Conference Website from your Computer

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BNG 2020 VX conference site - Computer

- **Search the email the email titled "Verify your Bluenotes GLOBAL 2020 Virtual Experience Conference App to Join"**
  - **From that email, go straight to STEP 2**
  - **When you click "Verify Account",**
    - **If you have already clicked this "Verify Account" for the mobile app access**, it will ask you to enter your first name, last name, email address below "Invalid Verification Code" at the top. When you enter the information, the security system will check to verify you and send you another one-time verification code to your email. Enter the verification that was sent to your email.
    - **If you haven't clicked this "Verify Account" before**, it will take you to the browser version of the BNG 2020 VX conference app.
- **Save the site to your bookmarks for easy access:**
  https://event.crowdcompass.com/bng2020vx

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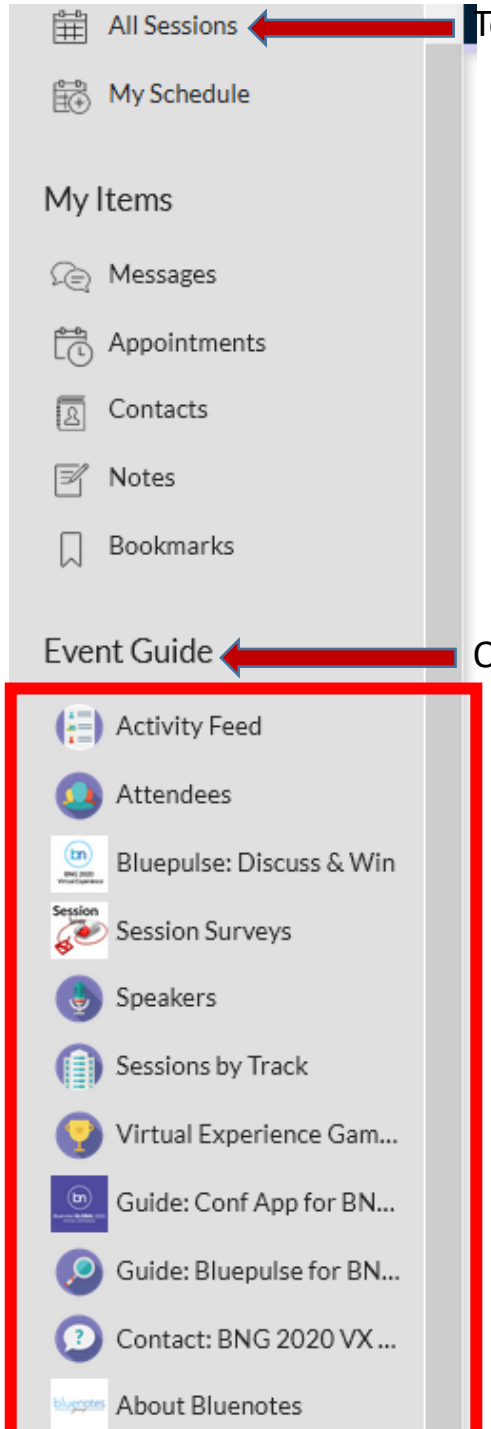
Use the menu bar on the left side to navigate



To see all sessions scheduled

Quick links to conference resources

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