Attendee Instructions (Laptop or PC/ Using the Web App)

1. Go to https://whova.com/portal/webapp/gulfc1_202006/sign_in on your laptop or PC

2. Create an account using the same email that you registered with

3. Once you have logged in, click on Agenda on the left side of the screen

4. Hover over the tile of the session and click with your mouse or click button that says “View Session”

5. Click on the blue button that floats in the black screen.

6. You will be entered into the Zoom session. You will see a green introduction slide for the session you are viewing. From here, you will see and hear the speaker.

7. At this point, if you expand your screen to full size, you will lose the right side of the screen that includes “Session Q&A”, “Chat” and “Community”.
8. To keep access to these, do not click full size or, to ask a question, make sure you click back and forth while watching the session.

9. From here, you can “Add this session to your agenda”. You can “Like” the session and after watching, you can “Rate Session”.

10. If you scroll down, you can see the session description as well as photos of all speakers and a button next to each photo that says “View Bio” if you’d like to learn more about that speaker.

11. You can also “Ask a question”. If the “Session Q&A” tab is highlighted, (highlight by clicking on the word) it will have a blue line underneath it and at the bottom, there is a button that says “Ask a Question”.

12. You can “Chat”. If the “Chat” tab is highlighted, it will have a blue line underneath it. At the bottom, there is window that says “Write a reply” and “Send” button.

13. You can also see the “Community” board. If the “Community” tab is highlighted, it will have a blue line underneath it. From here, you can ask for HELP under “Ask Organizers Anything” or you can start a new discussion topic that pertains to the session you are watching.
14. At the top of the screen, over the Zoom Stream window, there is a line with an arrow and text that says “Show Agenda”

![Show Agenda](image)

When you click this, the agenda will show on the left side of the screen. Your streaming video will stay but the window will get smaller.

From here, you can go to different sessions if you desire.

We recommend not bouncing around from session to session because if you come back to your original session, you might only see a black screen and won’t be able to hear the speakers unless you refresh the website.

15. When the session is over, click on Rate Session and leave feedback.

16. Then, click on Community to participate in Discussions about the session you just watched.

17. Or, click on Exhibitors to view videos and contact information for all of our vendors.