# **Hopin Attendee Guide**

Let's get you into the AATAT 30th Anniversary Gala!

## **Event Check-in**

Click the link in your email and select Join Event.



#### STEP 02

**STEP** 

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#### **Create a Participant Profile**

If you have a Google Account, you can sign in via Google-this will be a faster process.

If you do not have a Google Account, fill out the info to sign up for a Hopin account.

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You're almost register	account to attend.	login or signup for a Hopin
First name (required)	Last nam	ne (required)
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Email address (required)		
Password (required)		
Password must be at leas	it 6 characters. rms & Conditions, Platfo	rm Terms & Conditions and
the Privacy Policy. (F I agree to receive pre Hopin	Required)	eting communications from
	Sign up	
	Or continue with	*If you have a Google Ac (@ucsc.edu) email, you o continue with Google.
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### Reception

Once you create a profile, you will enter the Reception!

You will see that there is an event chat-box to the right of your screen.

The program will stream on the Stage. Press Go To Stage!





#### STEP 04

## Stage

Once you land on the stage, your camera and mic are inactive.

Feel free to chat with other attendees in the chat-box while you're waiting!

Note: There is an Event-wide chat-box and a Stage chat-box.





#### **Sessions**

After the program, we invite you to see one another and celebrate!

Press the Sessions icon to the left of your screen. Once you're in the Sessions, select a reception to join.



Select which session you want to join.

Here, you will be able to share your Audio and Video.

To be on screen, press Share Audio and Video.

A window will prompt you to allow camera and microphone access and then you will select which devices you want to use.



#### **ADDITIONAL NOTES**

- Make sure you have a strong internet connection
- You have the capability to move between sessions, just note that sessions have a maximum allowance of 20 people on screen.
- If you would prefer to just sit back and watch the program, feel free to watch the Youtube livestream.

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