



**Senior Corps 2.0**  
Experience for the Future

**Experience for the Future**



# Attendee Guide

What to Expect and How to Navigate the  
Senior Corps Virtual Conference Environment



Corporation for  
**NATIONAL &  
COMMUNITY  
SERVICE**



## Five Tips for Getting the Most Out of A Virtual Conference

- 1. Make Time to Participate:** Participating in *Senior Corps 2.0: Experience for the Future* from the comfort of your office is a wonderful thing, but calls and emails can interfere with your conference participation. Try to block time on your calendar to view the sessions, explore the Exhibit Hall, and network with speakers, staff, and peers while they are just a click away.
- 2. Make it an Interactive Experience:** This conference gives you a rare opportunity to interact with your peers from across the country who share similar roles and interests. Fill out your profile completely (under “My Profile”), and publish it so that it can be seen by your peers to make more valuable connections. Instructions for updating your profile are in this guide.
- 3. Participate in Live Q&A and Chat:** While conference content will be available at the end of the event, some aspects are limited to the actual conference times, including live Q&A and chat in booths and the networking lounge. You can submit questions during the live sessions for speakers to answer through the “Ask a Question” button or you can visit the networking lounge, breakout session hall, and exhibit hall to chat with participants and presenters.





## Five Tips for Getting the Most Out of A Virtual Conference (Continued)

- 4. Collect Content for Later:** Presenters provided a plethora of documents that you can peruse through and collect in four places: Conference Sessions, Exhibit Hall, Breakout Session Hall, and Senior Corps 2.0 Library (houses all conference content). During the event, take this into consideration and stock up on valuable information. Simply download anything of interest into your virtual “Event Bag” to take with you at the conclusion of the event . Ready to collect your compiled content? Select “Event Bag” located on the top bar, visit the files tab, and download collected materials to your computer.
- 5. Come Back for More:** Don’t have enough time to do it all? No problem. *Senior Corps 2.0: Experience for the Future’s* virtual environment will be open for 90 days following the live event. So, be sure to come back at the conclusion of the event and invite your colleagues to access any of the presentations missed during the live conference.





## Entering the Virtual Environment

Senior Corps 2.0  
Experience for the Future  
August 14-16 2012

IT'S TIME TO TELL YOUR STORY

Senior Corps 2.0 REGISTER

Experience for the Future

A FREE Virtual Conference, highlighting new performance measures for Senior Corps programs – RSVP, Foster Grandparent Program, and Senior Companion Program.

The conference is open to current directors and sponsor organizations of Senior Corps programs, and to new organizations interested in sponsoring or partnering with Senior Corps programs.

Begin your conference experience today!

Register  
Pre-Conference Assessment  
Build Your Agenda  
Tech 101

Log in to Senior Corps 2.0

Email

Password

Enter the Virtual Conference

What to expect at Senior Corps 2.0

- Live & Interactive Sessions
- Breakouts
- Topic Forums
- Networking Lounge
- Event Bag

On the day the virtual conference goes live, August 14<sup>th</sup>, at 8 a.m. ET, you will see a log in box appear on the [conference landing page](#).

Enter your email (what you used when you registered for the conference) and password. *Be sure you have these saved and accessible before the live day of the conference!*

Click “Enter Virtual Conference” and you will be directed to the Main Hall.

Forgot your password? Go to [this site](#) to retrieve it.





## Main Hall

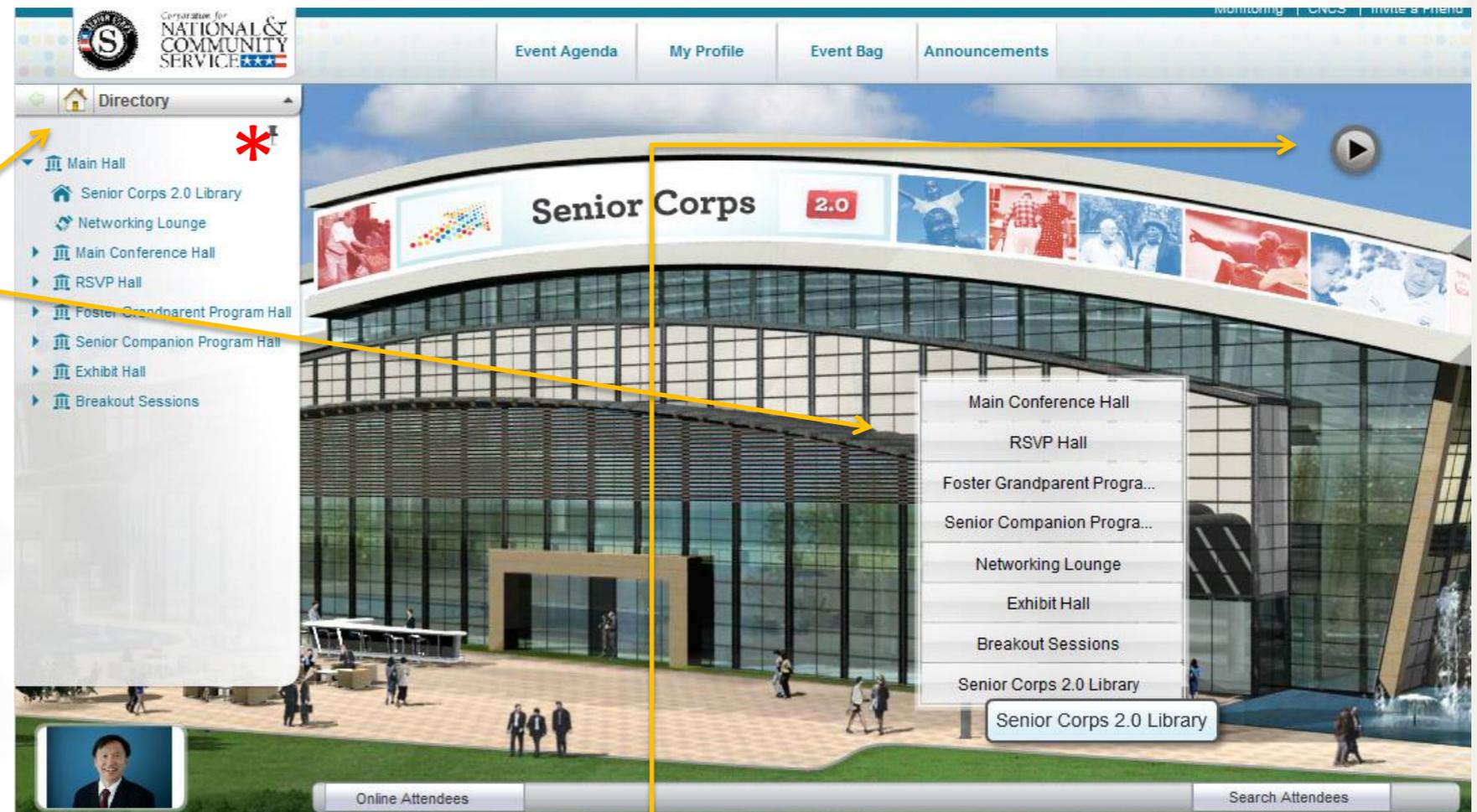
This is the starting point once you have logged into the virtual event.

From here, you can enter any of the venues by clicking a location in the event **Directory** (left-hand navigation) or one of the links in the environment menu.

The event directory can be expanded or collapsed, maximizing the environment view.

If desired, you can push the virtual pin to lock the event directory in **expanded mode**.\*

The attendee greeting automatically begins the first time that you arrive at the event. For each additional visit, just click on the greeting to have it play.



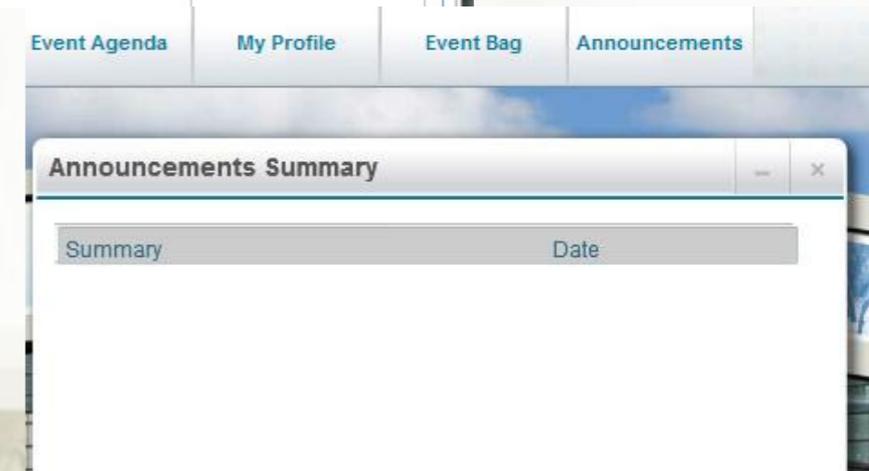
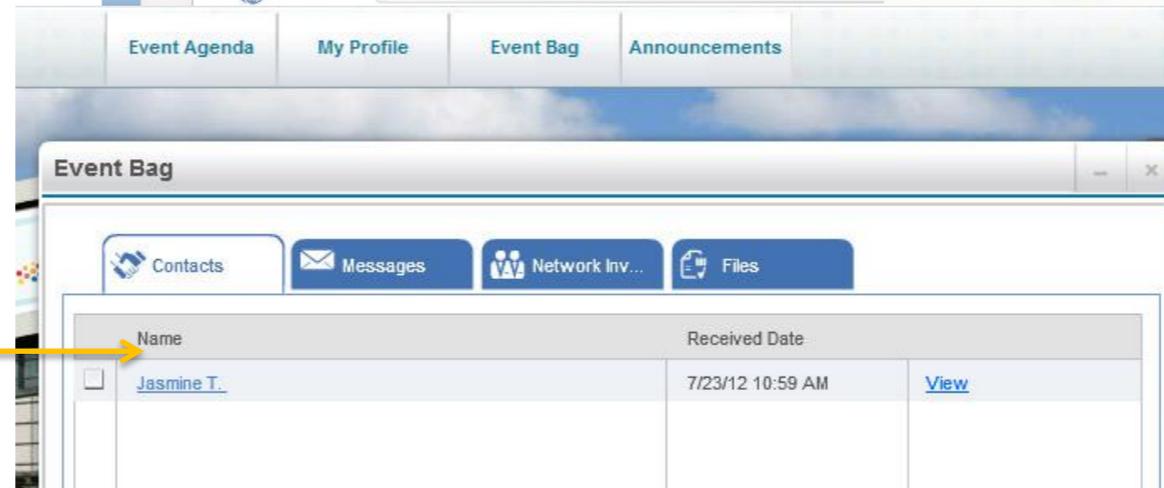
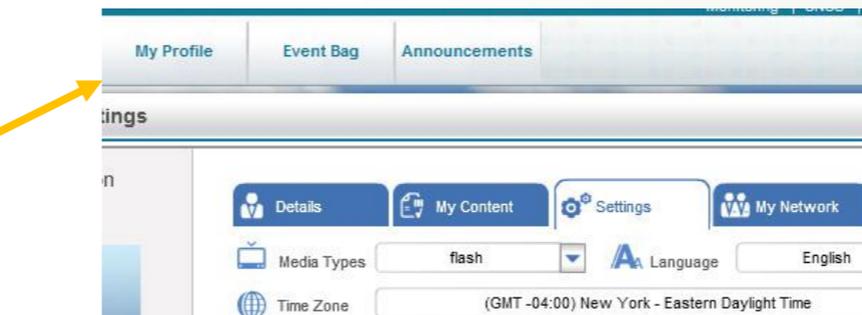


## Top Navigation Bar Tools

The **My Profile** button is where you can update or change your time zone, language, personal profile and more.

Your **Event Bag** allows you to store documents and other files that you've viewed during the event. After the event they are easily downloaded to your desktop in a single zip file. It also keeps a record of your messages, contacts and event reminders.

Click on the **Announcements** button to view all announcements that have run since you entered the virtual event.





## Exhibition Hall



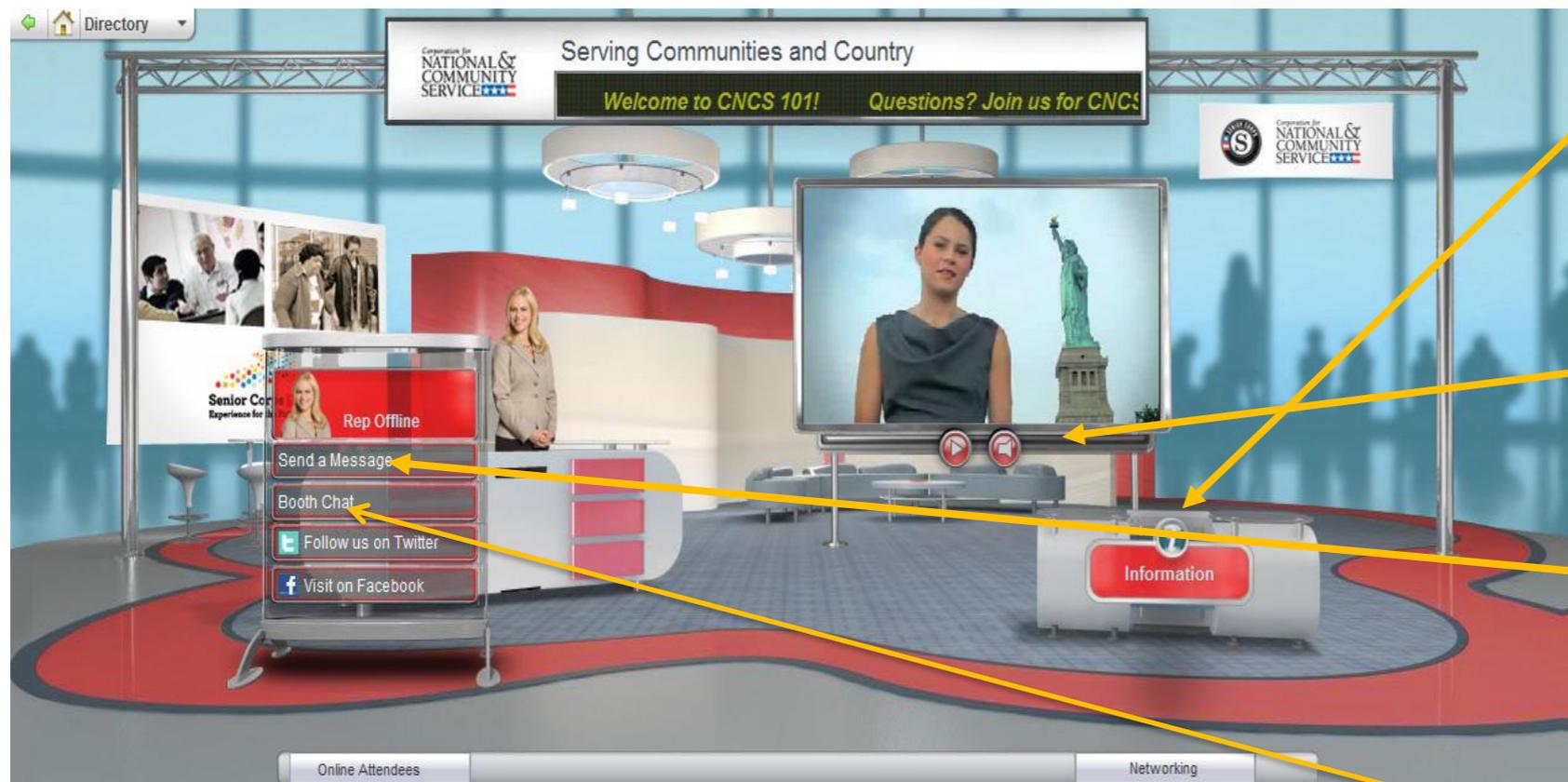
To enter any booth, simply click on that booth's sign. Mouse-over the booth sign for additional information.

You can also enter booths by clicking on the **Exhibitor's List** in the middle of this board. This will display a list of all booths in the Exhibit Hall. Clicking on the booth name will take you into that booth.





## In the Booth



Click Information to learn about the company, view products and presentations, download materials and more.

Visitors may see a video or hear an audio greeting upon entering the booth.

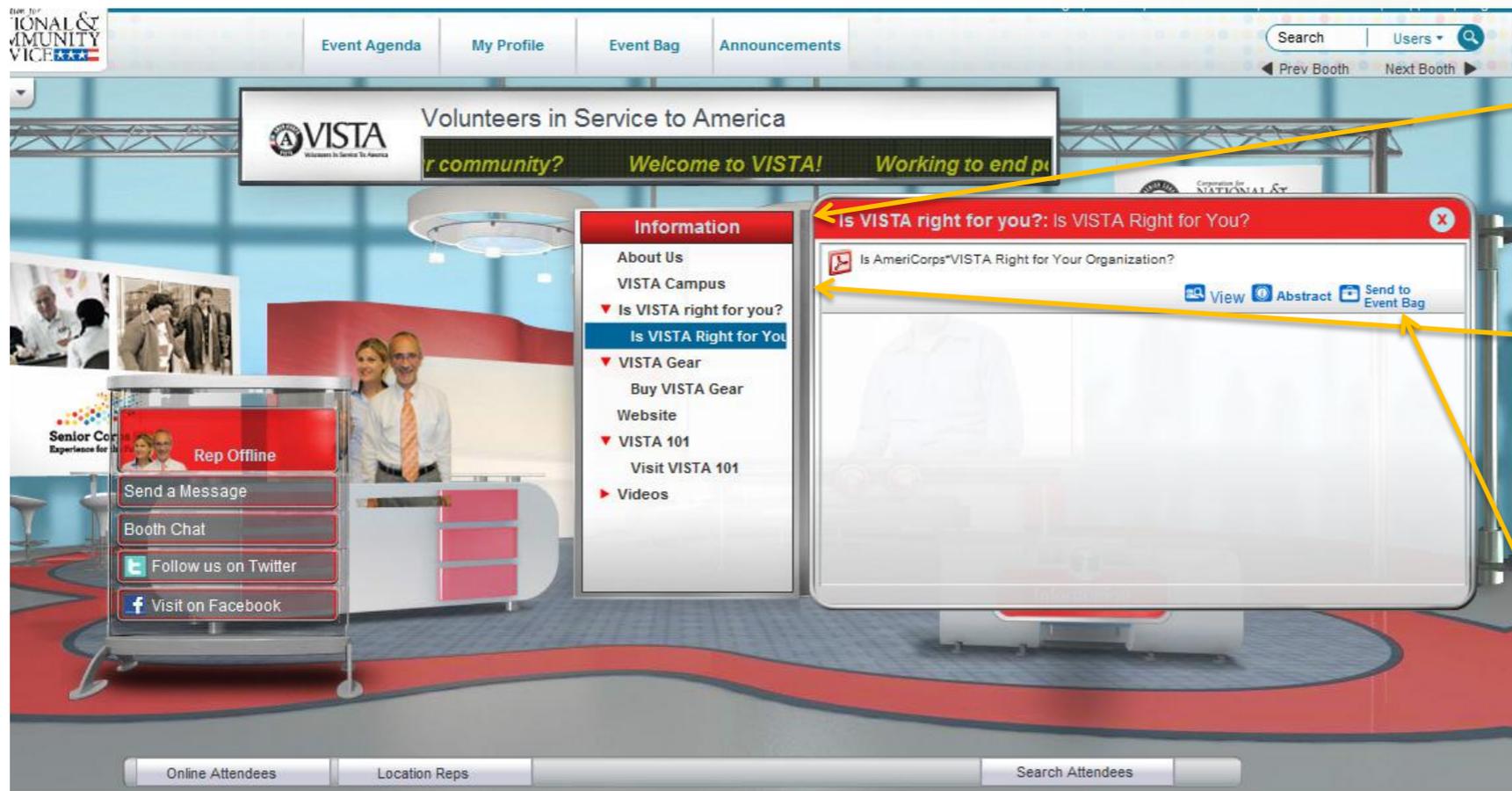
If you would like to speak to a booth representative, you can do so via chat, email, or sending a message.

You can also chat with other attendees who are visiting the booth.





## In the Booth (Continued)



Each booth has a unique set of information available and categorized by type.

Resources and videos are typically available in the Exhibit Hall booths. You can peruse through this information at any time during the conference, and up to 90 days after.

If you like a particular piece of information, just click "Send to Event Bag" to keep it for downloading later.



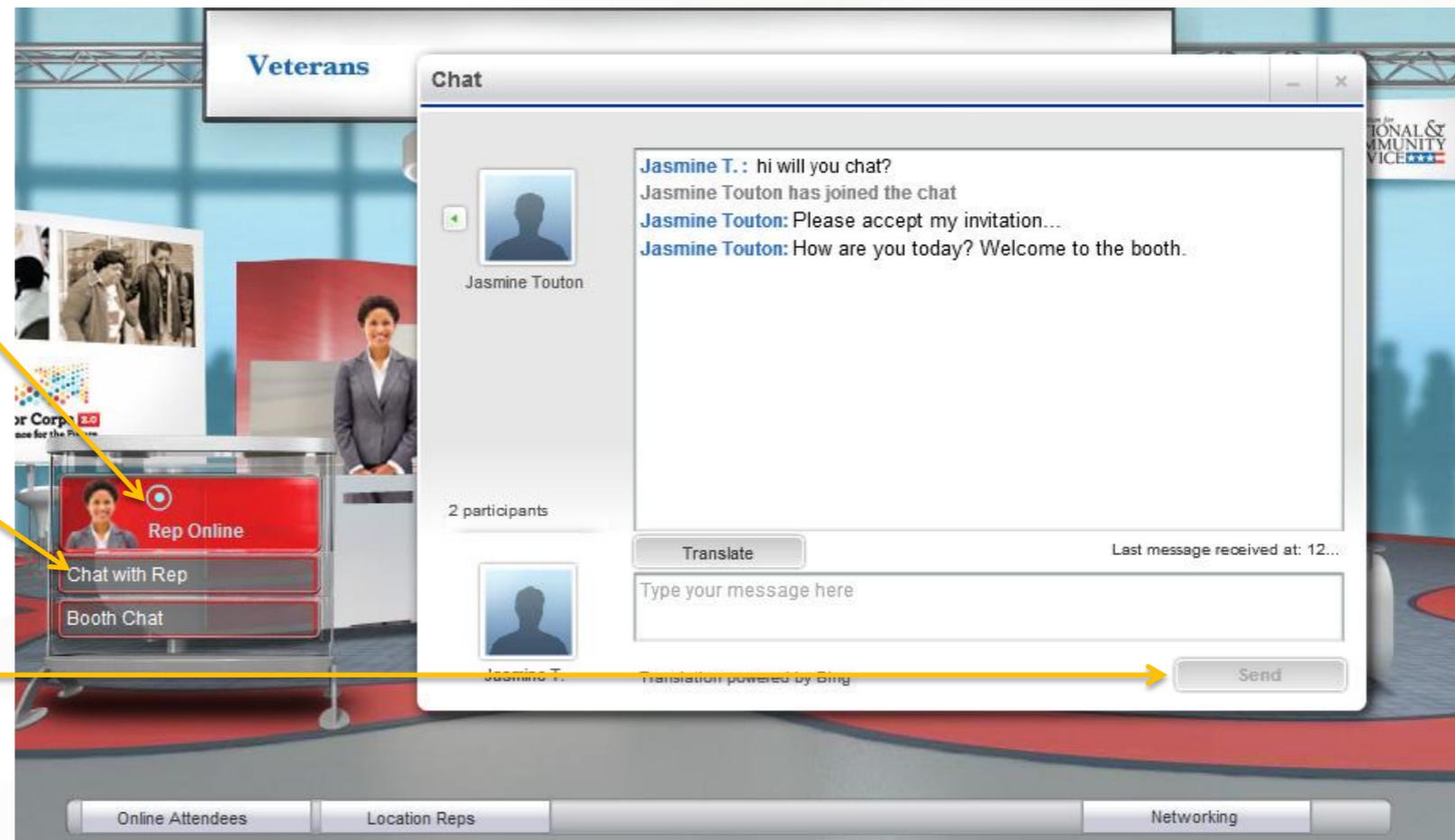


## Booth Chat

Reps are available in most booths to answer questions.

If the “Rep Online” indicator is on, you can initiate a chat by clicking on the “Chat with Online Rep” button. Talk to the rep by typing in the text box and hitting send.

If they are not online, send them a message and they will respond at a later time.





## Conference Hall Webcast Menu

To view a webcast, simply click on the title you are interested in.

Some presentations have a scheduled time, others are available on-demand.

**Be sure your computer speaker volume is on and that the sound is not muted before beginning the presentation.**

You can also download a podcast of the presentation and listen to it at a later time.

Date & Time	Title	Sign Up
August 14, 2012 10:00 AM EDT	New Senior Corps Project Director Orientation Overview	<input type="checkbox"/> Sign Up
August 14, 2012 11:00 AM EDT	Opening Plenary - Strengthening our Culture of Performance: We are Senior C...	<input type="checkbox"/> Sign Up
August 14, 2012 1:00 PM EDT	Meet the CNCS Inspector General	<input type="checkbox"/> Sign Up
August 14, 2012 3:00 PM EDT	Working with Veterans Service Organizations: The Deep Dive	<input type="checkbox"/> Sign Up
August 15, 2012 10:00 AM EDT	Agency Wide Performance Measures and the Strategic Plan	<input type="checkbox"/> Sign Up
August 15, 2012 12:00 PM EDT	Adapting to National Performance Measures for Independent Living and Resp.	<input type="checkbox"/> Sign Up





## Viewing Presentations

The screenshot shows a live event interface. At the top, there are navigation tabs: 'Now Live!', 'Agenda', 'Settings', 'My Briefcase', and 'Announcements'. A search bar and 'Users' dropdown are on the right. The main content area displays a presentation slide with the following text: 'Corporation for NATIONAL & COMMUNITY SERVICE Social Innovation Fund', 'Social Innovation Fund', and 'Social Media: Part 1'. On the left, there are video thumbnails for participants, including one for 'Jasmine Touton, Project Specialist, C...'. At the bottom, there is a control bar with 'Q&A' and 'Content' buttons, a progress indicator at '00:01:35', and 'Online Attendees' and 'Networking' sections.

Some presentations are audio or video webcasts with synchronized PowerPoint slides.

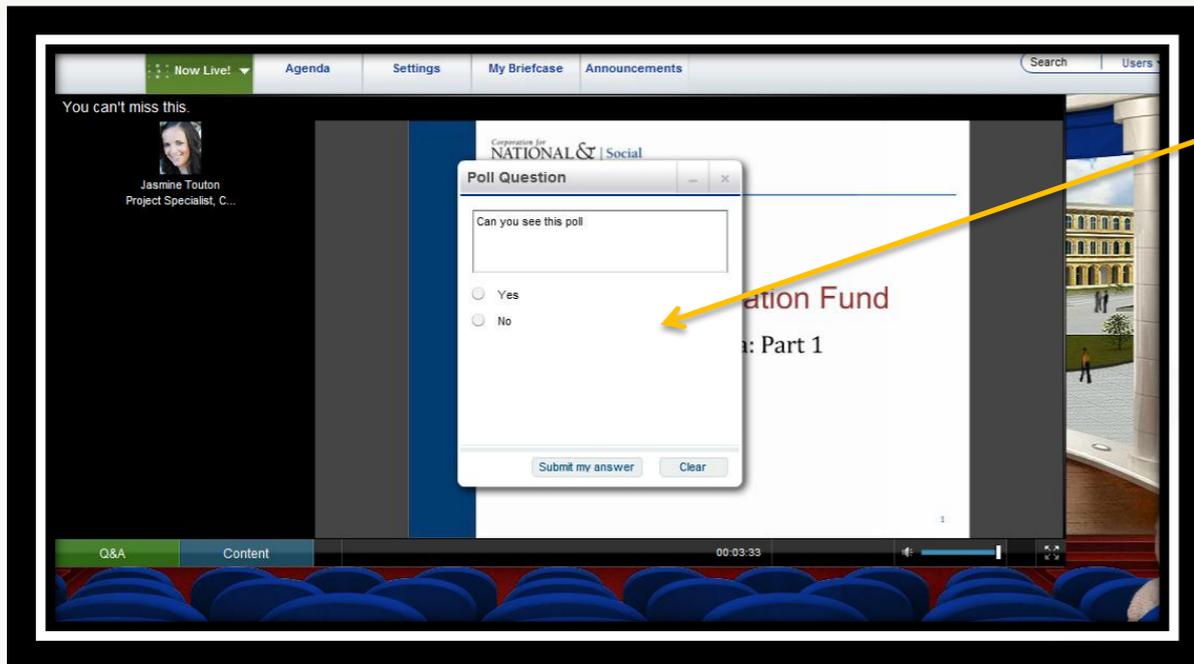
If you want to see the slides or video in a larger view, click the zoom button and they will appear in a larger browser.

During most live events, the presenter is available for live Q & A after the presentation has concluded.





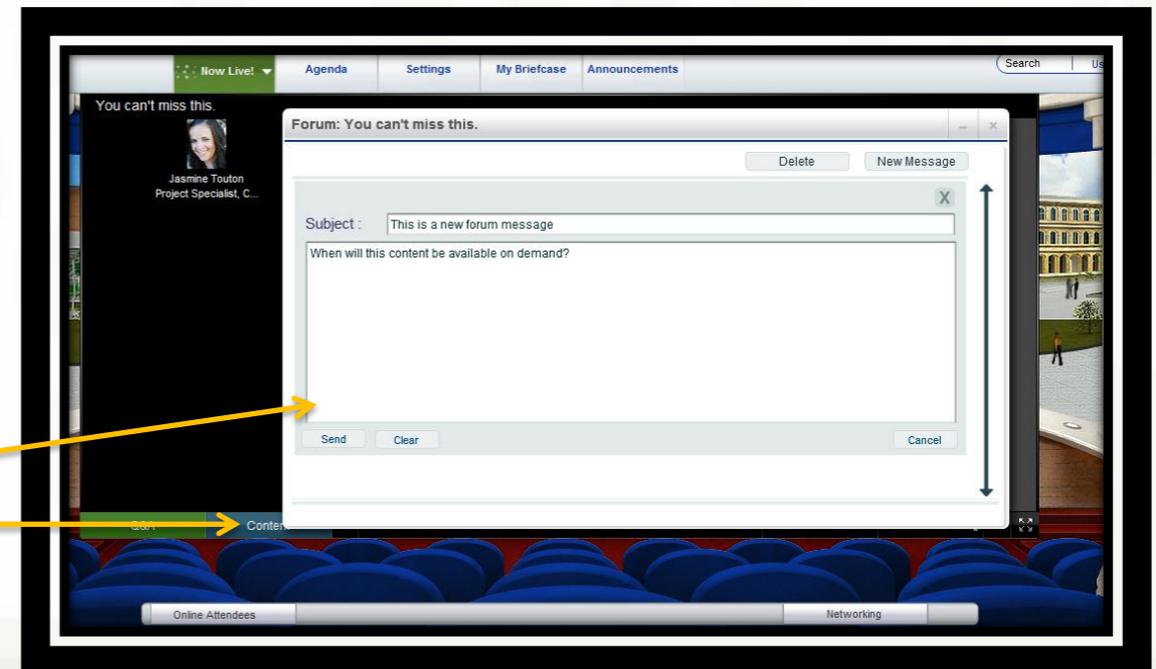
## Viewing Presentations: Forums and Polls



During certain presentations, your speaker may ask you a question via the polling feature. This should pop up in a smaller window that looks similar to the one to the left. Click your answer and then select “Submit my answer” to participate.

*Note: Be sure your pop-up blockers are turned off!*

We encourage all attendees to make use of the forum feature, located under the “content” button. Click content, then forums to access the forum window. You can then add a new thread, or respond to existing threads. Forums will be available to the audience for the duration of the conference, and 90 days after.





## Senior Corps 2.0 Library

Documents, presentation slides and other collateral are available in the **Senior Corps 2.0 Library**.

You can view the item or add it to your **Event Bag**.

You can download all your saved items from your briefcase to your desktop in one convenient zipped file.





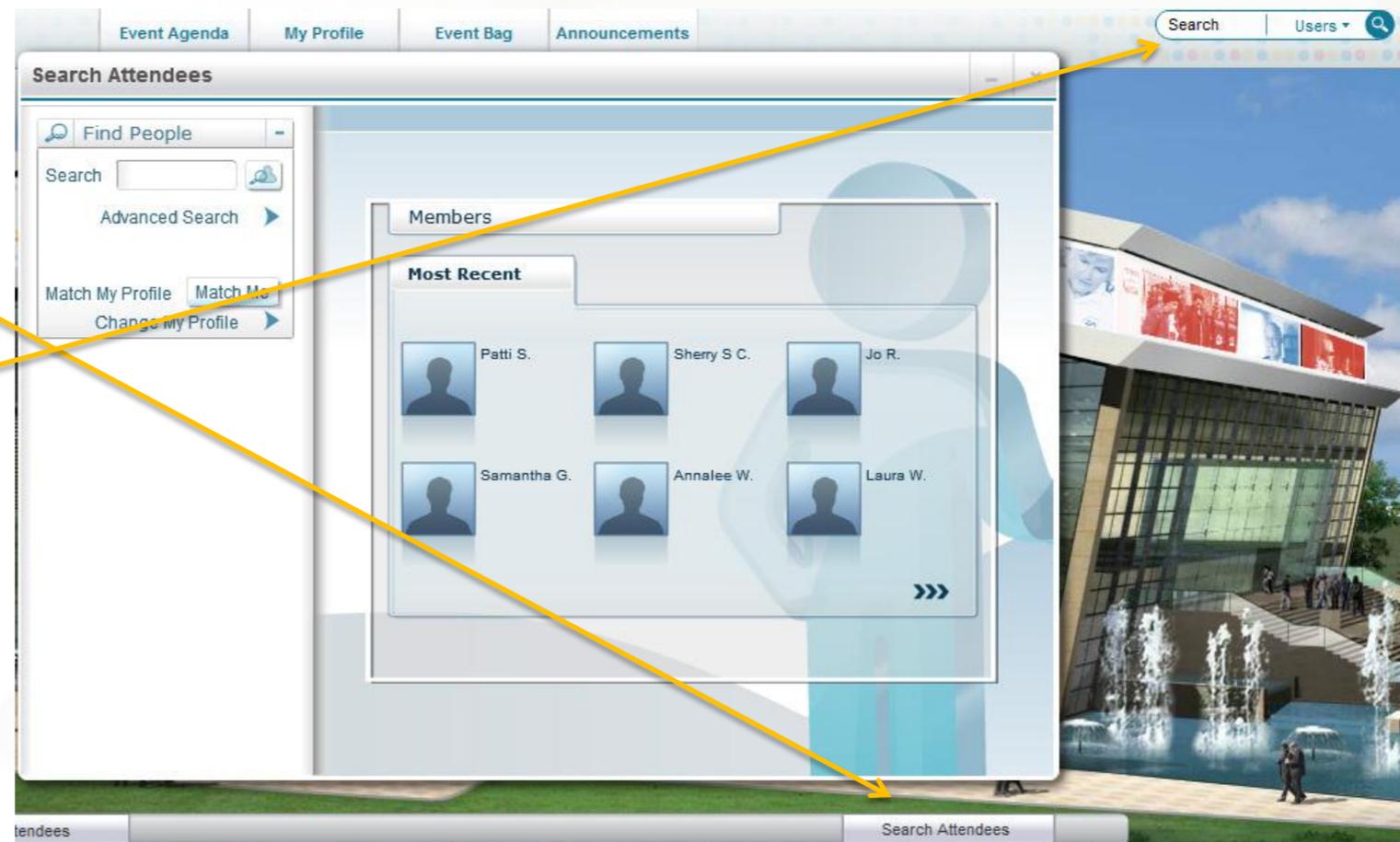
## Networking

At any point during your visit in the virtual event, you can search for specific people by clicking on the “Search Attendees” button.

There is also a search tool located in the upper right corner of the interface.

Your results will appear in the location you currently are visiting.

When you find the person you are looking for, click on the profile to access contact information.





## Networking Lounge

Monitoring | CNCS | Invite a Friend | Attendee Guide | Support | Logout

Event Agenda | My Profile | Event Bag | Announcements

Search | Users

Directory

Senior Corps 2.0 Experience for the Future

**Lounge Chat**

Type your message here

Translate | Clear Chat | Send

**Forums**

- What's Up?
- You can't miss this.
- Adapting to National Performance Measure
- Data Quality Principles
- Foster Grandparent Program Panel Disc
- How to Present Performance Measures
- Managing Change in RSVP - RSVP 2.0!
- Meet the CNCS Inspector General
- New Senior Corps Project Director Orien
- Program Specific Performance Measure
- Program-Specific Performance Measure
- Program-Specific Performance Measure
- RSVP in Remaining Focus Areas and C
- RSVP Volunteers in Healthy Futures and

Online Attendees | Search Attendees

Be sure to stop by the networking lounge to continue networking and participate in activities. Use the live **lounge chat** and **forums** to connect with others.



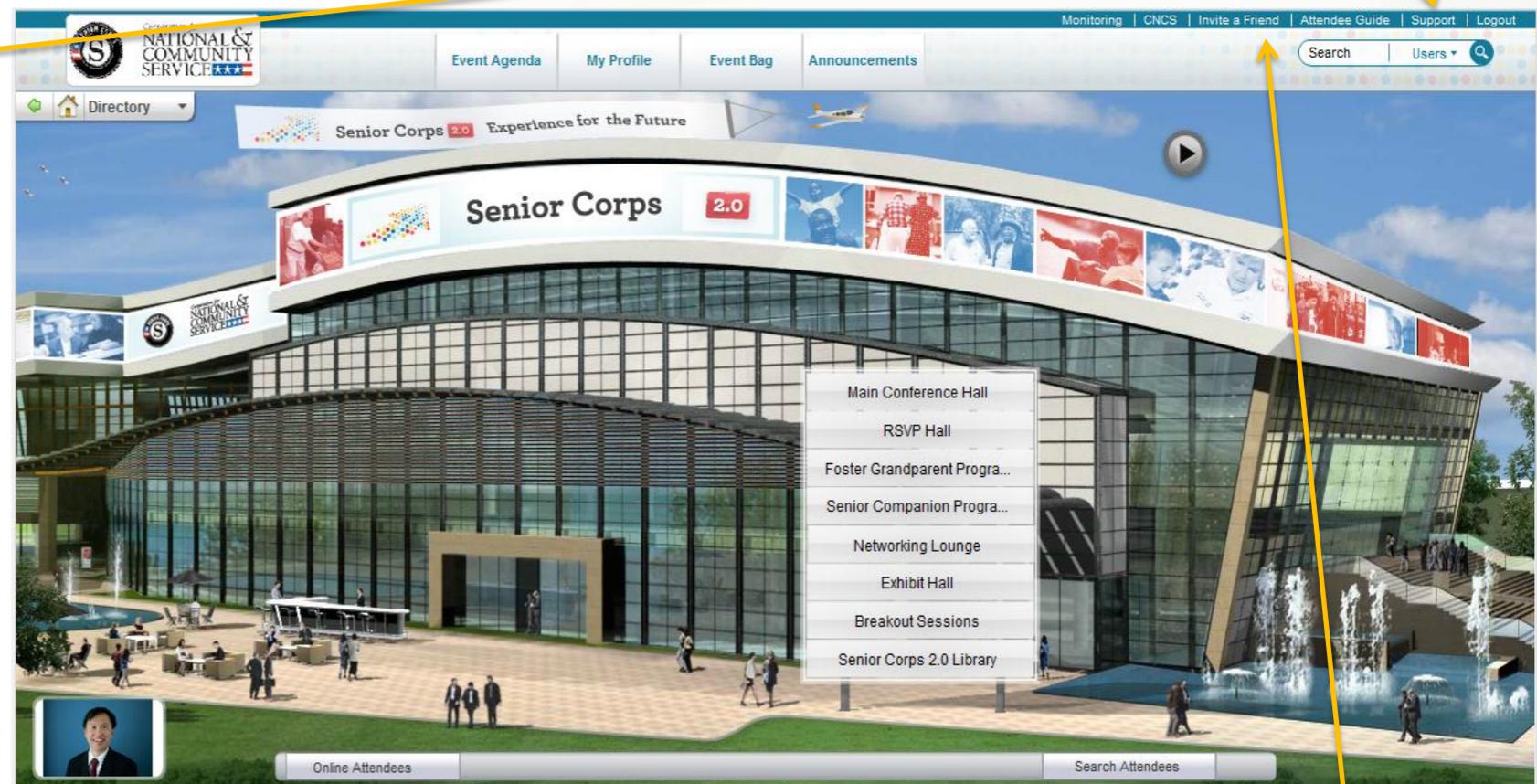


## Support

If you need assistance at any time, click on the **Support** link in the top right corner.

A support ticket will be opened and you'll receive an email with your case number.

The support link will also detect any missing components in your computer, the first step in any troubleshooting activity.



The **Invite a Friend** feature will send an email to a friend that you wish to invite to the event.





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## Need More Help?

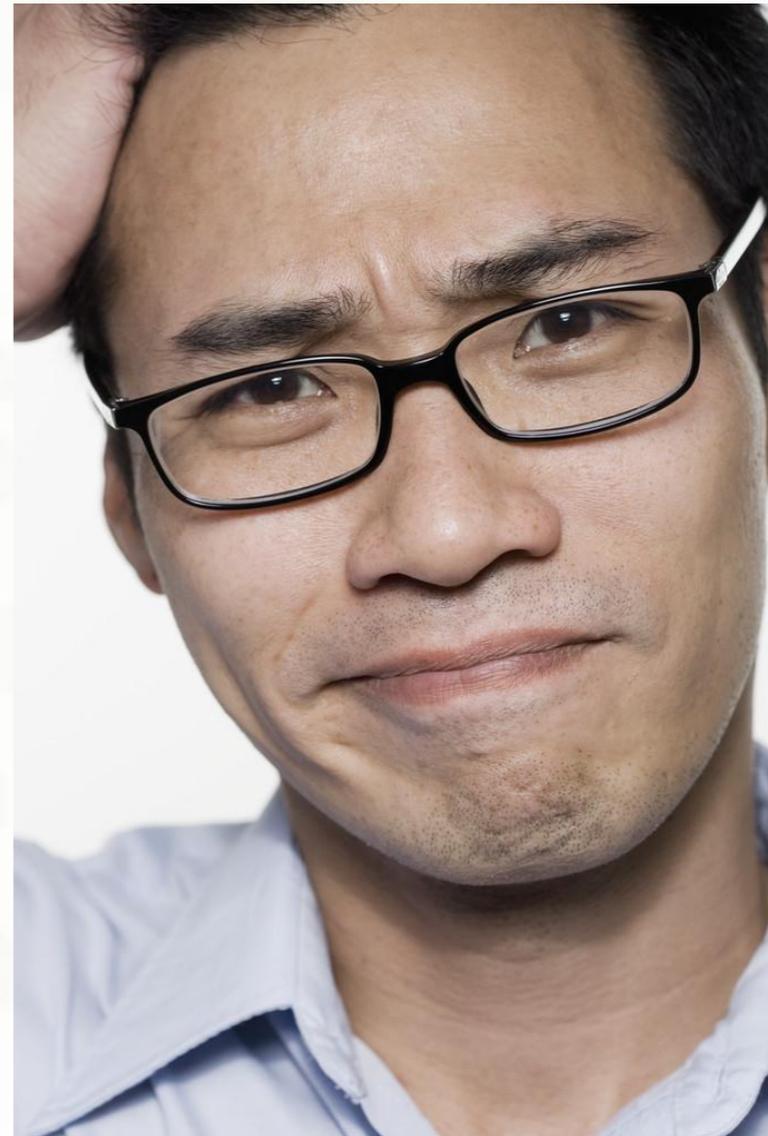
Need more help navigating the environment?

Are you unable to get your question answered through the support link (see previous slide)?

Contact:

[VirtualConference@campaignconsultation.com](mailto:VirtualConference@campaignconsultation.com)

We will be on-call to help guide you through the environment and get you to your sessions on time!



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