# **How to Download the Whova App**

The Whova event app is for **free** for event attendees. To download the app, please follow ANY of the steps below:

- Open up the Apple Store or Google Play on your mobile device, and search for "Whova".
- Or, visit <u>here</u> in your mobile device's web browser.

When you have found Whova, tap to download and install the Whova app.









# **How to Access Whova on Desktop**

When you download Whova, you'll receive an email with instructions on how to access Whova from your laptop or desktop computer. Simply click the button to go to the web version on your computer. You will use the same login username and password as the mobile app.

Here is the direct link to access the desktop Whova platform directly: <a href="https://whova.com/portal/webapp/clien2\_202104/">https://whova.com/portal/webapp/clien2\_202104/</a>

# **How to Sign In**

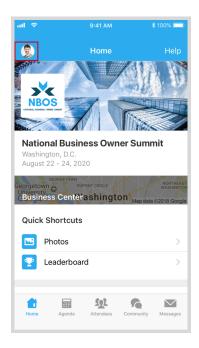
# 1. Sign in options

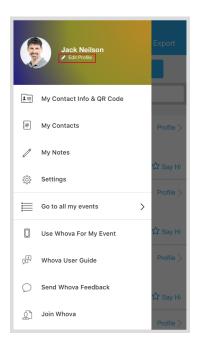
- Enter the email address you used for event registration
- Or, use your social media account

## 2. Create a password and type in your name.

## 3. Profile editing

Other attendees will see this and network with you, so make it look good. You can edit it later; click your profile picture (or a default headshot image) at the top-left corner of the event "Home."





Sign Up / Sign In

using this app, you agree to Whove Terms of Use and Privacy Policy

Email

# 4. Access your event

Search for it as "93rd Iowa FFA Leadership Conference." Then, click the join button on the bottom of the event description page, and enter the event invitation code: **IAFFA21Pass** 

**IMPORTANT:** DO NOT share this invitation code!

# How to Use the Whova App

### 1. Agenda

#### Session Search

Whova lists all the sessions on each event day, You can search an individual session by keywords, including a session title, room, and a speaker name.

## • Personal Schedule in "My Agenda"

The session includes all the details like overview, handouts, speaker profiles, etc. You can add the session into your own personal agenda and set a reminder. All the sessions you saved are in My Agenda.

## • Participating in sessions through the app

During each session, you can click Like, ask questions or leave comments, and rate the session. You can take down your personal notes too.

#### 2. Attendees

## Plan Your Networking

With a little planning, you can make many valuable connections. Explore who else is attending the event. You can search by keywords including company name or title. You can click attendees in the list, and see their professional profiles. You can take a note, or request contact information.

#### Recommended Connections for You

Click the **Recommended** tab on the top of the Attendees list to find Whova's recommendations about people you may be interested in networking with. Click into each item to see attendees who came from the same city or have the same affiliations, educational backgrounds, or interests as you.

Make sure that your profile has enough information to match with other attendees. To edit your profile, click the pen icon in your profile preview.

### • Say-Hi, In-app Messaging, and Private Group Chat

You can see the professional background information of fellow attendees, and say "Hi" with a click.

Or, start chatting through private in-app messages. By clicking the button on the top of the page, you can invite more people to join the conversation. Just convert it to a private group chat.

# Meeting scheduler

Use the meeting scheduling feature to suggest a time and a place to meet someone. If your request is accepted, you'll see a notification and it'll also show up in your agenda.

## 3. Community Board

Create conversational topics and interact with others even prior to your event. You can plan social activities and gatherings with fellow attendees, ask organizers or attendees any questions, break the ice by selecting and answering fun questions, share a ride, explore job opportunities, and do much more.

Depending on your interests, you can enable notifications from certain topics on the Community Board. At the top-right corner of the Community Board, click the vertical dots (settings) and find "Notification Settings".

Alternatively, you can find the app "Settings" on the left-side slide menu (open it by clicking your profile picture or the default headshot image at top-left corner of the event "Home").

**Questions? Concerns?** Contact your event organizers at techsupport@wiredproductiongroup.com for assistance accessing the Whova app or web page. Thank you!