

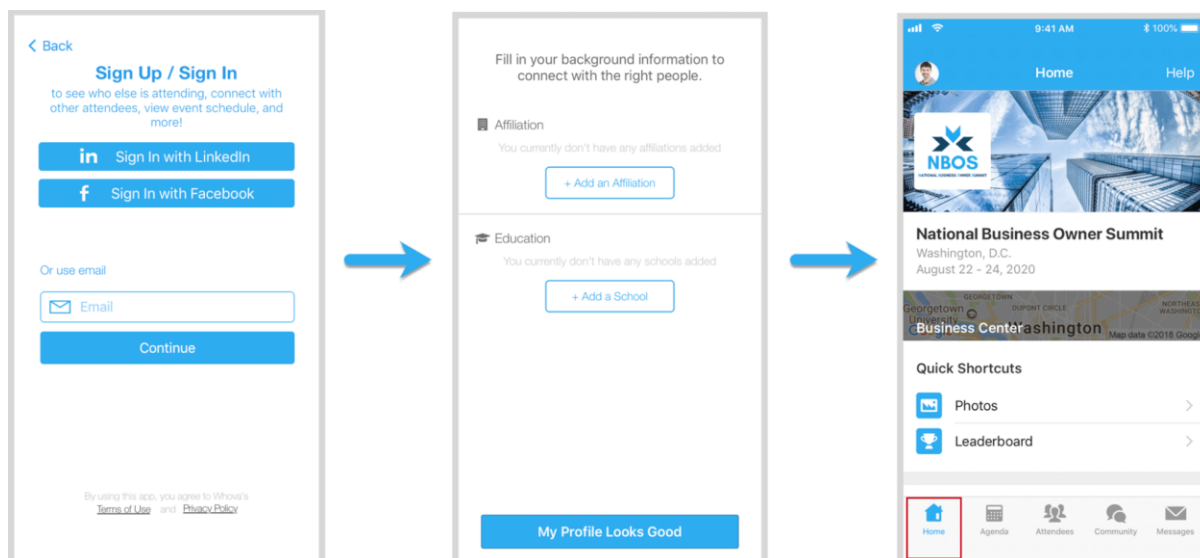
Whova Attendee Mobile User Guide

Download the Whova App

1. The Whova app is free to download.
2. Open the Apple Store or Android Store on your mobile device and search for “Whova.” Or, visit <https://whova.com/download/> in your mobile device’s web browser.
3. When you have found Whova, click to download and install the Whova app.

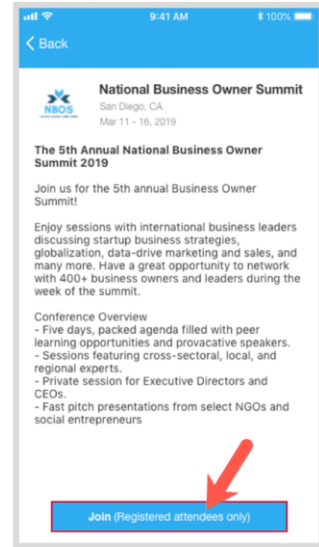
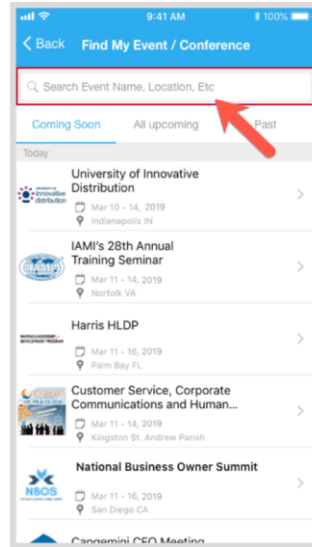
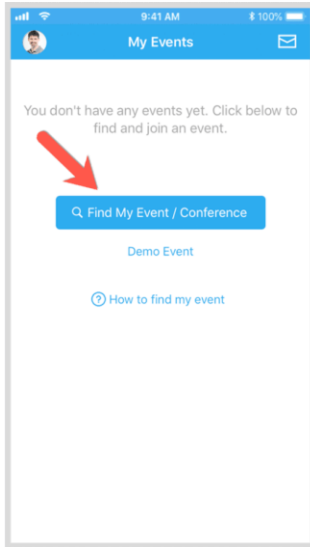
Sign in to Whova

1. Make sure to use the email address you used when registering for the event. You will be able to login after **July 20, 2021** and will not be asked to pay anything to sign in.
2. Create a password and type in your name.
3. Edit your profile. Other attendees will use this to network with you if you choose to be included in the attendee list.
4. The app will take you to the conference home page automatically.



If the event doesn't show up automatically, click “**Find My Event / Conference**” button and type “**The 14th Biennial Conference of the Asian Association of Social Psychology.**” Then, click the **Join** button on the bottom of the event description page, and enter the event **invitation code** we sent you via email. Or, request a new code and wait until we approve your request.

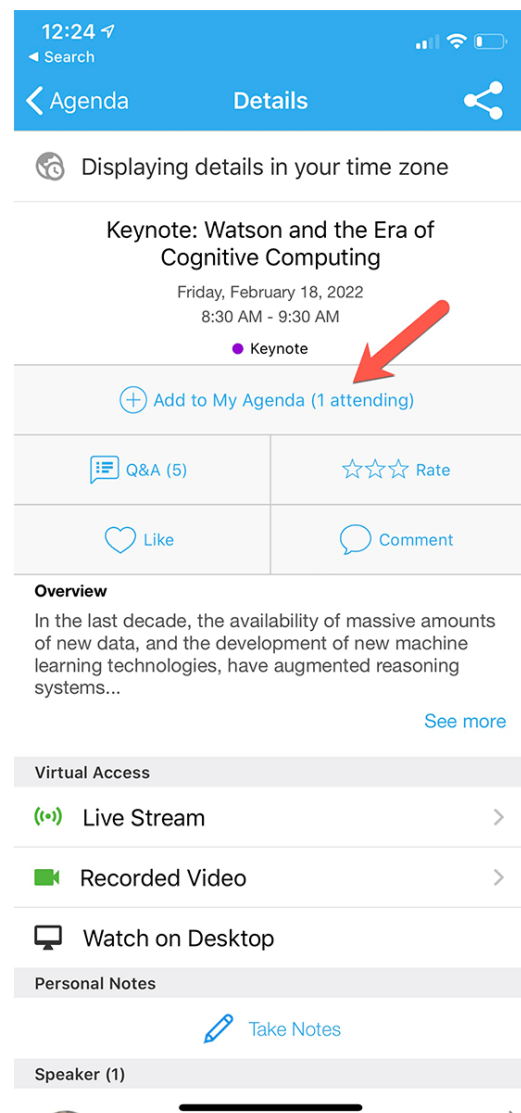
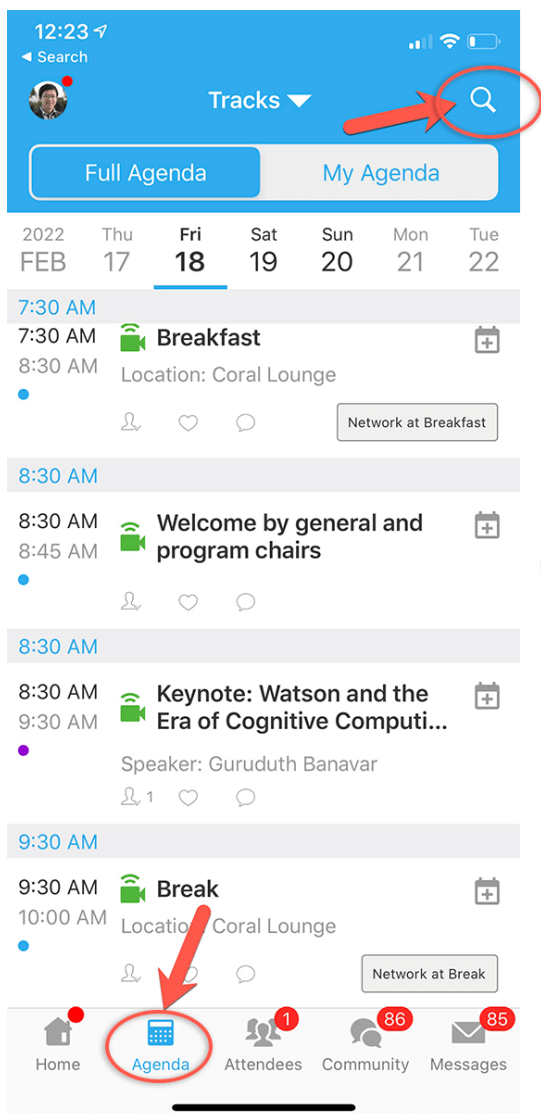
AASP 2021 Conference



AASP 2021 Conference

View the Agenda and Plan Your Schedule

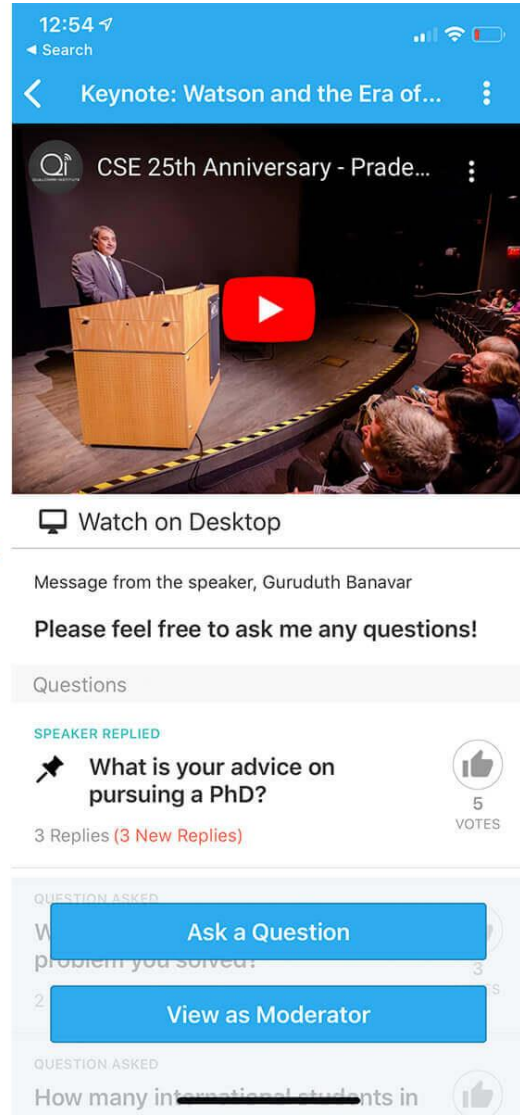
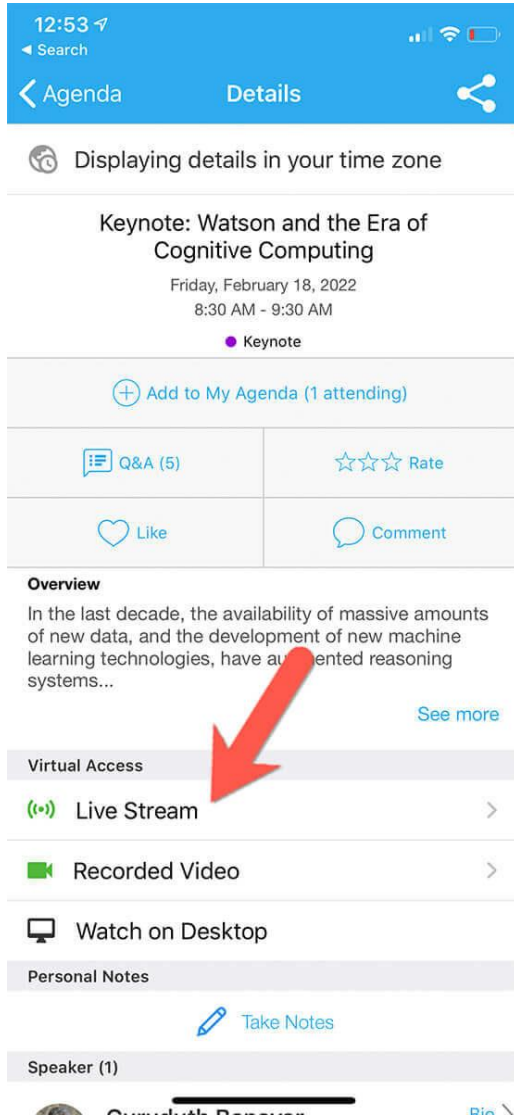
1. Find the **Agenda** tab at the bottom of the screen. You should see a list of sessions for that day.
2. You can move through different days by selecting the date you want to view on the calendar at the top of the agenda.
3. Browse or search for sessions on the top bar.
4. Once you find the session you want to access, tap on it.
5. If the session is live, it will begin playing immediately upon entering. Otherwise, a message will indicate the scheduled start time.
6. If the session hasn't occurred yet, you can click **"Add to My Agenda"** to put the session on your own personal agenda and set a reminder.



AASP 2021 Conference

Access Live Streams and Session Videos

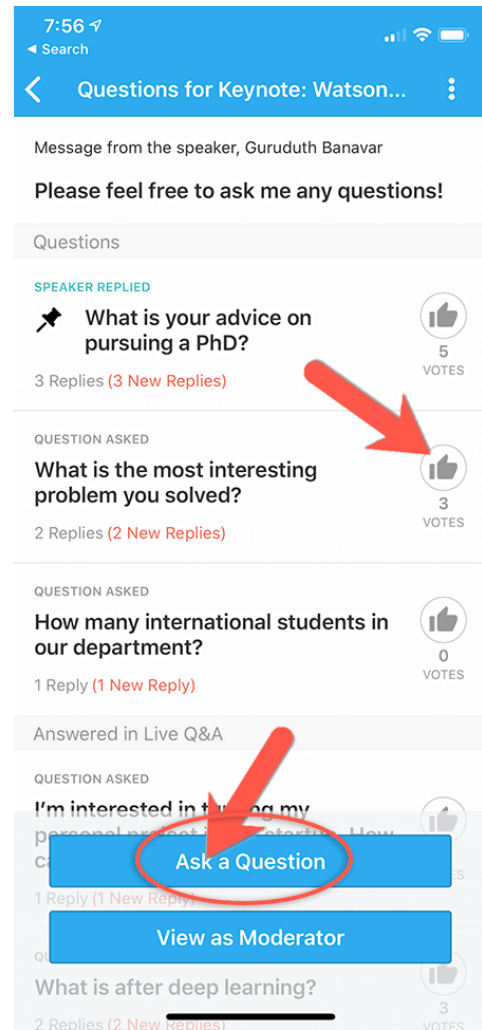
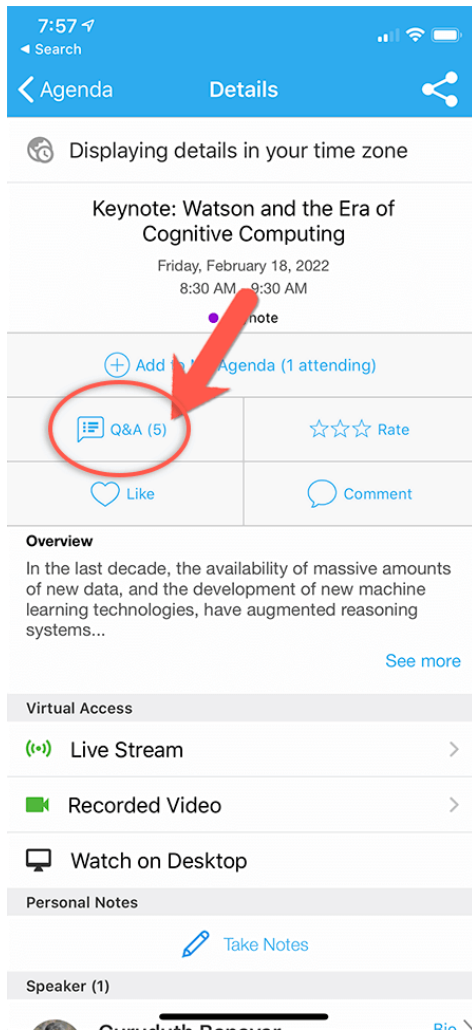
1. From the agenda list, click the session you want to watch.
2. If the streaming screen directly shows up, click **“Proceed”** to start watching the stream.



AASP 2021 Conference

Use session Q&A

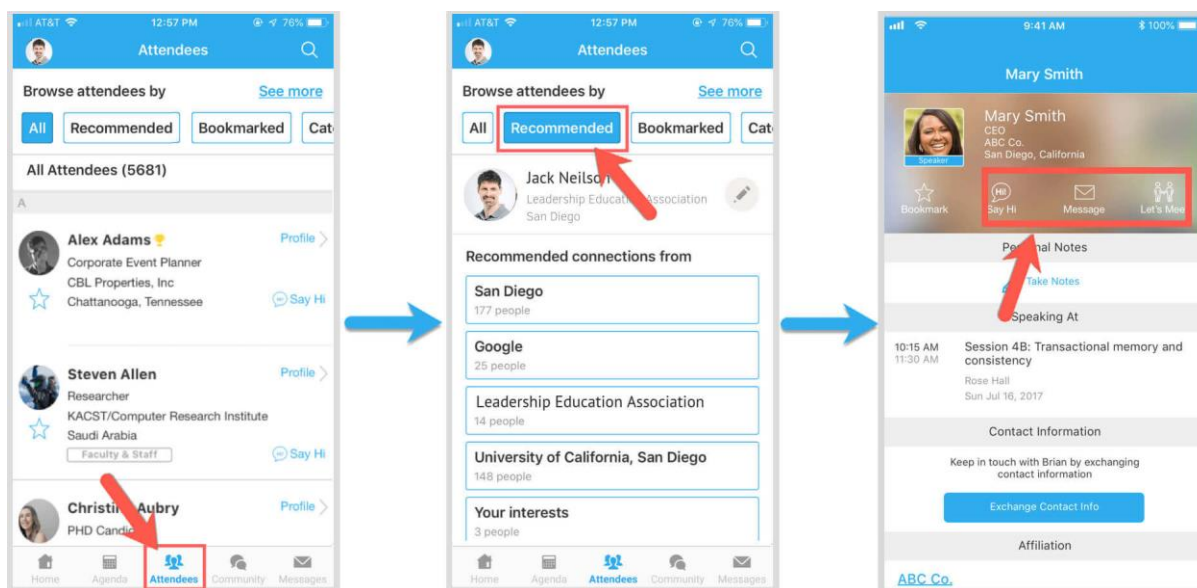
1. On the session detail page, click the **“Q&A”** button; on the next page, view the existing questions, vote on the questions you are interested in, or click **“Ask a Question”** to ask a new one.
2. On the conference main page, you can also click the **“Session Q&A”** button; find the session you want to ask questions in and click on it.
3. Speakers in live sessions will respond to questions after their session. Speakers in pre-recorded sessions (including posters) will respond to questions before and after sessions. The session Chat and Q&A will remain after the conference has ended (until December 31, 2021) to see answers to your questions.



AASP 2021 Conference

See Who is Attending the Event

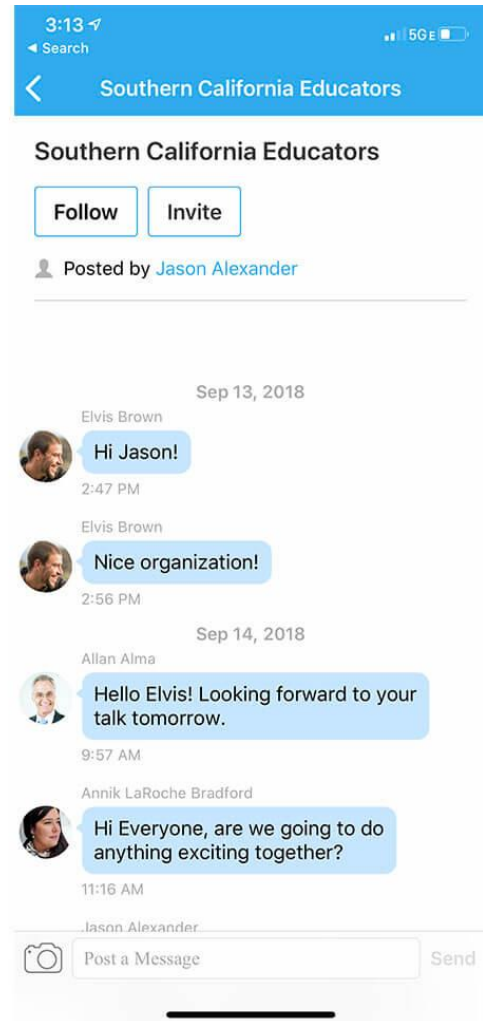
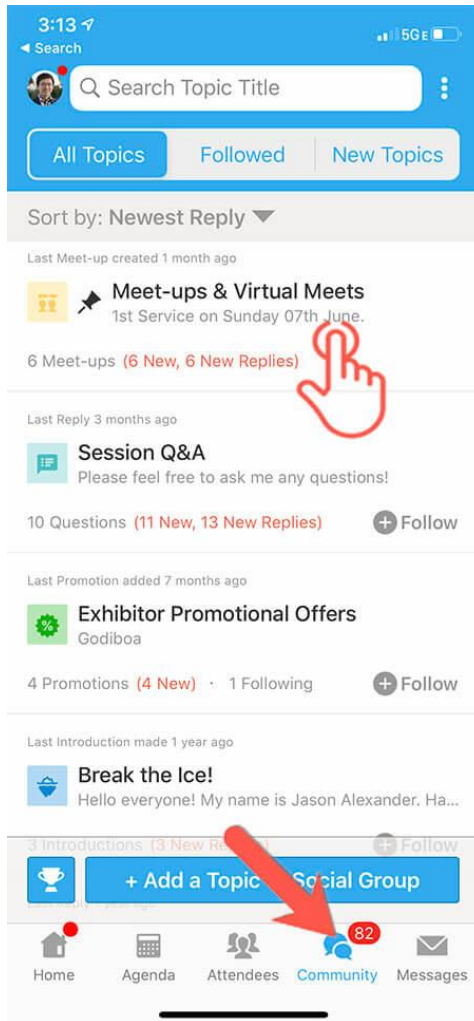
- When you sign in for the first time, you will be asked: “Would you like to network with other attendees by listing yourself in the attendee list?”
 - If you answer yes – you will be able to view the **Attendees** tab and will be included in the attendees list.
 - If you answer no – you will not be able to view the **Attendees** tab and will not be included in the attendees list.
- To view other attendees: Click the **Attendees** tab on the bottom of the screen to browse the attendee list.
- At the top of the page, you can search attendees by keywords such as company name or title. In their professional profiles, you can take notes or request contact information.
- To find people with common backgrounds and interests, 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 come from the same city or have the same affiliations, educational background, or interests as you.
- Say “Hi” with one click or start a private chat by clicking the “**Message**” button. You can convert it to a private group chat by inviting more people.



AASP 2021 Conference

Join Discussion on the Community Board

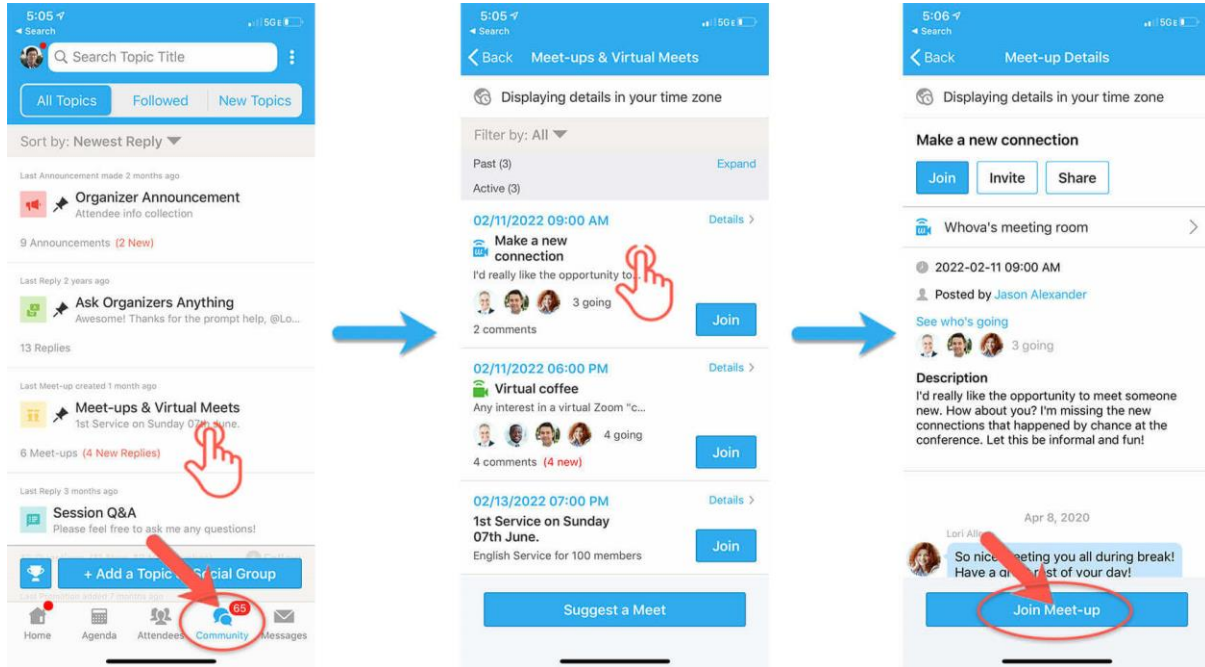
1. Click the **Community** tab on the side menu to the left of the screen.
2. Create a new conversation topic, or tap the topic to join existing topics like “Meet-ups.”
3. Click Follow directly next to the topics on the Community Board that you want to stay up to date with. To find the topics you’re following, choose between three tabs near the top of the page: All Topics, Followed, and New Topics.
4. Check the Community board for conference updates and to ask questions.



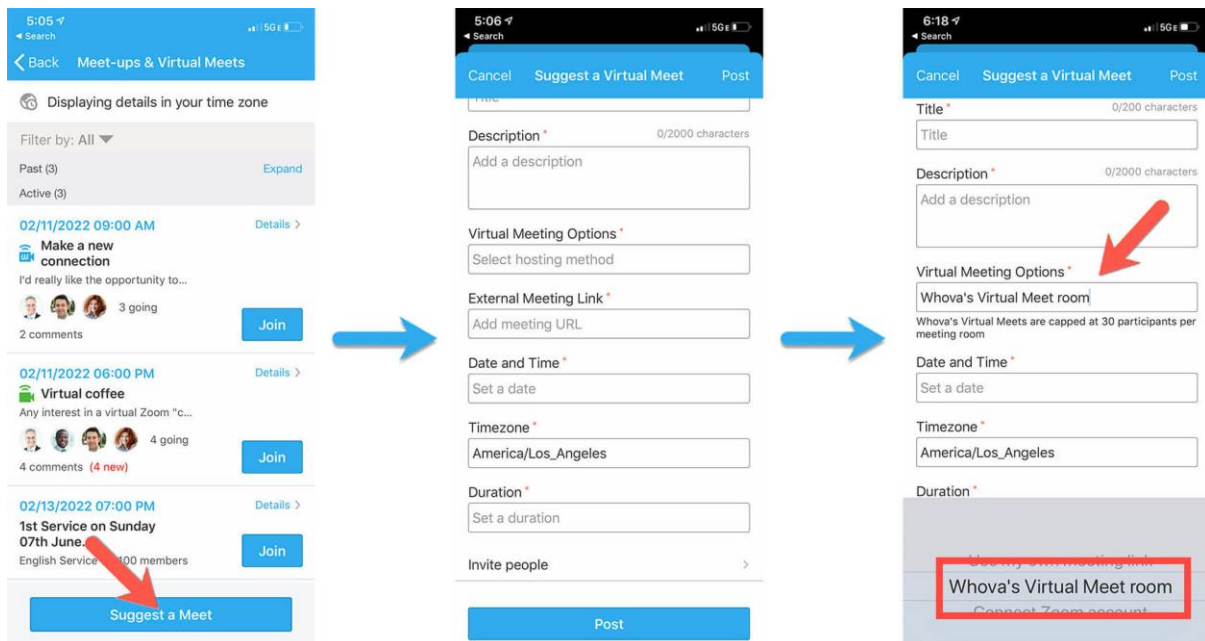
AASP 2021 Conference

Start or Join a Virtual Meetup

1. Go to the **Community Board** and find the board for Meetups and Virtual Meets.
2. Find the meet-up you are interested in, join directly, or click into it to see more details, and then click **“Join”**.



3. You can also suggest a new meetup by clicking **“Suggest a Meet”** and inputting the details. If you know someone will be interested, don't forget to invite them as well. If you have a meeting link, you can copy-paste there. Otherwise, you can use Whova's virtual meet room, which allows up to 30 participants.

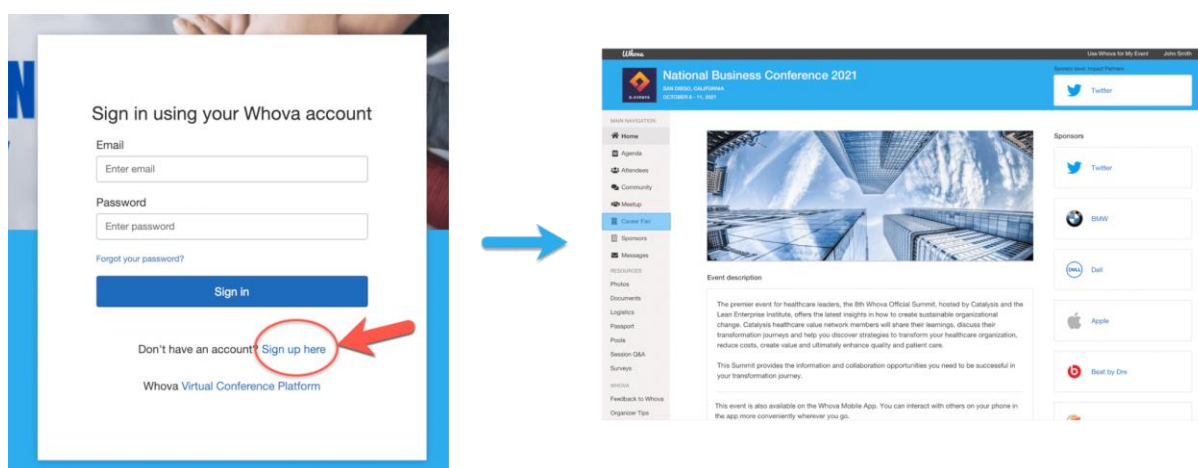


AASP 2021 Conference

Whova Attendee Desktop User Guide

Sign in to Whova

1. You will receive an email from Whova on **July 20, 2021** with instructions for logging into the site. The link looks like <https://whova.com/portal/webapp/xxxx/>. Click **“Sign up here”** if you don’t have an account yet and fill in your email and password. Make sure to use the email address you used when registering for the event. You will not be asked to pay anything to sign in. When logging in, you will automatically be taken to the conference main page.
2. Edit your profile. Other attendees will use this to network with you if you choose to be included in the attendee list.
3. To participate live streaming for sessions, we suggest that you use Chrome browser for the web app. Some streaming software may have compatibility issues with other browsers.



AASP 2021 Conference

View the agenda and plan your schedule

1. Find the **Agenda** tab on the side of the screen. You should see a list of sessions for that day.
2. You can move through different days by selecting the date you want to view on the calendar at the top of the agenda.
3. Browse or search for sessions on the top bar.
4. Once you find the session you want to access, tap on it.
5. If the session is live, it will begin playing immediately upon entering. Otherwise, a message will indicate the scheduled start time.
6. If the session hasn't occurred yet, you can click **"Add to My Agenda"** to put the session on your own personal agenda.

Demo Event
Feb 18 - 20, 2022

MAIN NAVIGATION

- Home
- Agenda**
- Attendees
- Community
- Exhibitors
- Sponsors
- Messages

RESOURCES

- Session Q&A
- Documents
- Logistics
- Polls
- Speakers
- Surveys
- Twitter
- WHOVA

Filter by tracks

Full Agenda My Agenda

< **Fri** Feb 18 **Sat** Feb 19 **Sun** Feb 20 >

7:30 AM

Meal and Break
Breakfast
7:30 AM - 8:30 AM
Coral Lounge

View Session Add to My Agenda

8:30 AM

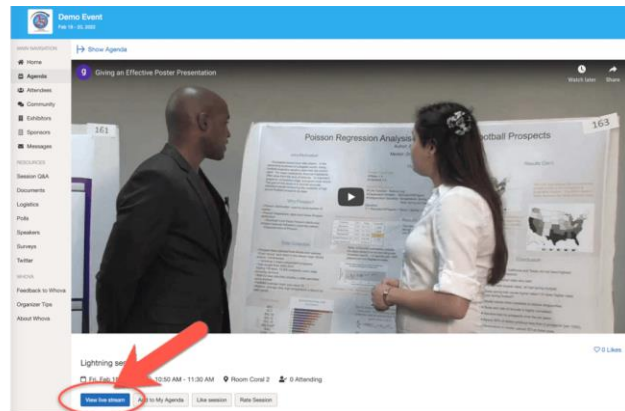
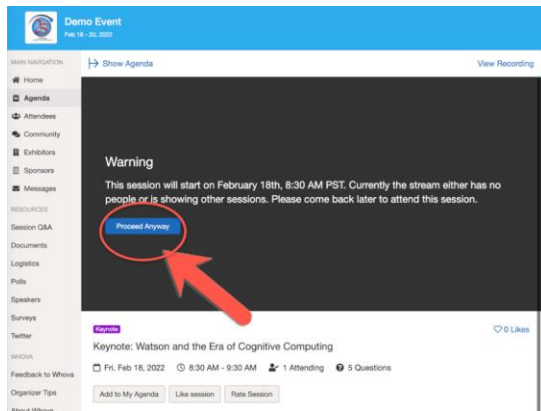
Meal and Break
Welcome by general and program chairs
8:30 AM - 8:45 AM

View Session **Add to My Agenda**

AASP 2021 Conference

Access live streams and session videos

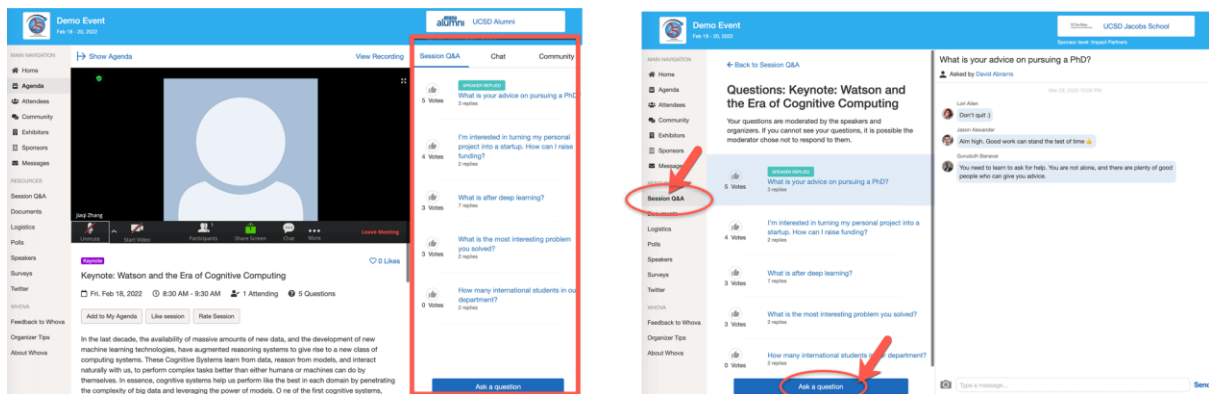
1. We suggest you use the Chrome browser to join the session streaming. Some streaming software may have compatibility issues with other browsers.
2. From the agenda list, click the session you want to watch the stream or video. There is a green camera icon for the sessions with streaming or video.
3. If the streaming screen directly shows up, click **“Proceed”** to start watching the stream. Otherwise click **“View livestream”** button to open a separate streaming page to watch.



AASP 2021 Conference

Use session Q&A

1. You can access three tabs on the right side of the virtual session: Session Q&A, Chat, and Community. You can submit questions for the speakers through Session Q&A, participate in ongoing discussions with the other attendees viewing the session through Chat, and browse the **Community** Board where members can engage in general asynchronous chat topics and live meet-ups.
2. You can also access the **Session Q&A** tab on the left-hand sidebar underneath Resources. Here you can browse the ongoing Q&A for individual sessions.
3. Speakers in live sessions will respond to questions after their session. Speakers in pre-recorded sessions (including posters) will respond to questions before and after sessions. The session Chat and Q&A will remain after the conference has ended (until December 31, 2021) to see answers to your questions.



AASP 2021 Conference

See who is attending the event

1. When you sign in for the first time, you will be asked: “Would you like to network with other attendees by listing yourself in the attendee list?”
 - a. If you answer yes – you will be able to view the **Attendees** tab and will be included in the attendees list.
 - b. If you answer no – you will not be able to view the **Attendees** tab and will not be included in the attendees list.
2. To view other attendees: Click the **Attendees** tab on the left side of the screen under “Main Navigation”.
3. At the top of the page, you can search attendees by keywords such as company, name, or title.
4. To start a conversation, click “**Send Message**” to begin a chat.

The screenshot displays the 'Attendees' page for the 'Demo Event' (Feb 18 - 20, 2022). The page features a blue header with the event name and dates, and a search bar for attendees. The left sidebar contains a 'MAIN NAVIGATION' menu with options like Home, Agenda, Attendees (highlighted), Community, Exhibitors, Sponsors, and Messages. The main content area shows a grid of attendee profiles, each with a profile picture, name, title, affiliation, and 'Send Message' and 'View Profile' buttons. A search bar is located at the top right of the main content area. Red arrows point to the 'Attendees' tab in the navigation menu and the 'Send Message' button for Shammad Adnan.

Name	Title	Affiliation	Buttons
David Abrams	Architect	Intel	Send Message, View Profile
Shammad Adnan	Graduate Student Researcher	UC San Diego	Send Message, View Profile
Ankit Agarwal	Software Engineering Intern	Twitter	Send Message, View Profile
Prabhav Agrawal	Senior Undergraduate	Indian Institute of Technology Delhi	Send Message, View Profile
Sheeraz Ahmad	Summer Intern	Oracle	Send Message, View Profile
Gautam Akiwate	Engineer, Associate	Qualcomm	Send Message, View Profile
Baris Aksanli	Graduate Student Researcher	UC San Diego	Send Message, View Profile
Jason Alexander	Vice President	FECA	Send Message, View Profile
German Alfaro	Graduate Student Researcher	University of California at San Diego	Send Message, View Profile

AASP 2021 Conference

Join discussion on the community board

1. Click the **Community** tab on the side menu to the left of the screen.
2. Create a new conversation topic, or use existing topics like “Meet-ups.”
3. Click **“Follow”** directly next to the topics on the Community Board that you want to stay up to date with. To find the topics you are following, choose between three tabs near the top of the topics list section: All Topics, Followed, and New Topics.
4. Check the Community board for conference updates and to ask questions.

The screenshot displays the 'Demo Event' interface for the AASP 2021 Conference (Feb 18 - 20, 2022). The left sidebar shows the 'Community' tab selected. The main content area features a list of topics with tabs for 'All Topics', 'Followed', and 'New Topics'. The 'Local restaurant recommendations?' topic is highlighted, showing a list of messages from users like Jason Alexander, Elvis Brown, Xinxin Jin, and Allan Alma. The 'All Topics' tab is highlighted in red.

AASP 2021 Conference

Start or join a virtual meetup

1. Go to the **Community** Board and find the board for Meetups and Virtual Meets.
2. Find the meetup you are interested in, join directly, or click into it to see more details, and then click **“RSVP”**
3. When the meetup starts, click **“Join meeting room”** to start chatting.

The screenshot shows the 'Demo Event' interface for the AASP 2021 Conference. The left sidebar contains a 'MAIN NAVIGATION' menu with 'Community' highlighted. The main content area shows a 'Meet-ups & Virtual Meets' board with a card for 'Meet-ups & Virtual Meets' dated 6/01/2020. A red arrow points to the 'RSVP' button on this card. To the right, a chat window is open for a meetup on 'Fri, Feb 11 2022' at '09:00 am'. A red arrow points to the 'Join meeting room' button in the chat header.

4. You can also suggest a new meetup by clicking **“Suggest a Meet”** and inputting the details. If you know someone will be interested, don't forget to invite them as well. If you have a meeting link, you can copy-paste there. Otherwise, you can use Whova's virtual meet room, which allows up to 30 participants.

The image shows two parts of the interface. On the left, the 'Meet-ups' section has a 'Suggest a Meet' button circled in red with an arrow pointing to it. On the right, the 'Suggest a Virtual Meet' form is shown, which includes fields for 'Title', 'Description', 'Virtual meeting options' (set to 'Whova's virtual meet room'), 'Duration (mins)' (set to 60), 'Date & Time' (MM/DD/YYYY and HH:MM), and 'Time zone' (set to 'America/Los_Angeles-(GMT-08:00) Pacific Time'). A blue arrow points from the 'Suggest a Meet' button to the form.