

## **About 2021 Value of Biogas – April**

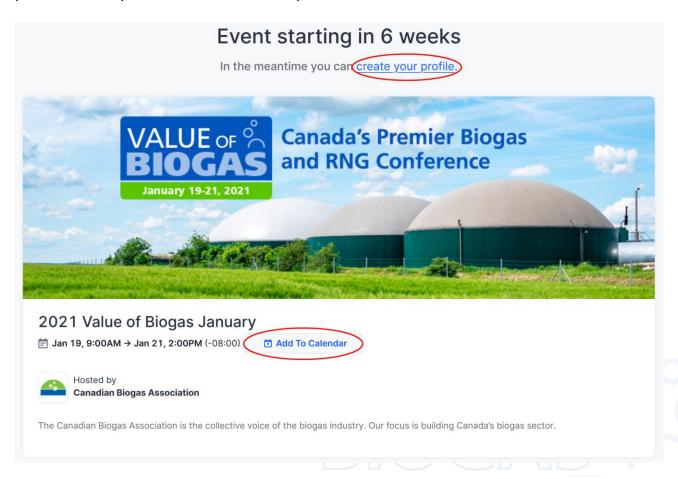
2021 Value of Biogas - April is a three-day virtual conference focused on biogas and renewable natural gas across all sectors, including municipal, agricultural, industrial, wastewater, landfill, forestry, etc. All three days of 2021 Value of Biogas – April will run from 12:00 pm – 5:00 pm Eastern Daylight Time (-3 hours PDT). For more information about the Conference, including the agenda, <u>click here</u>.

#### **Introduction to Virtual Platform**

Thank you for registering for 2021 Value of Biogas - April. This guide will help you get the most out of your Conference experience on our virtual event platform, Hopin. Now let's get you set up!

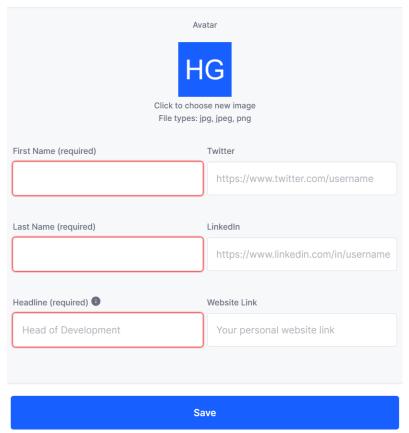
## **Setting Up Your Profile**

You won't be able to enter 2021 Value of Biogas - April until 5 minutes before it starts at 12 pm (EDT) on Tuesday April 27<sup>th</sup>. However, you can create your profile in advance and add the Conference to your calendar if you haven't done so already.





#### Update your profile



When you click on the 'create your profile' hyperlink at the top of the screen. A popup window will open that looks just like this.

This is where you can create your attendee profile. Be sure to enter your first and last name and a heading (typically your title/position and/or company name) as these are required fields.

You can also add a headshot (we highly recommend doing this), as well as your Twitter and LinkedIn account, and Website Link (if you have them).

You can change/update your profile any time before or during the Conference by accessing your account at the upper-right hand corner of the screen.



## **Accessing the Conference**

You will be able to access 2021 Value of Biogas - April from 11:55 am (EDT) on Tuesday April 27<sup>TH</sup> onwards. To enter the Conference simply click on the blue 'Join Conference' button in your registration email and conference reminder emails (which will be sent out one day and one hour prior to the start of the Conference).

Please remember to only access the Conference using either Google Chrome or Firefox (we recommend using the most recent versions). The latest versions of Microsoft Edge will work although you may experience reduced functionality. **Please avoid Brave, Safari or Internet Explorer**.

We also highly recommend attending the Conference using a laptop, PC or Mac. While an iPad may work, you'll not get the full attendee experience. Mobile phones may or may not work.



## **Getting Around 2021 Value of Biogas - April**

Just like a physical conference, you can choose where you want to go and what you'd like to attend.

### Reception

In Reception you'll find the complete program showing what is happening where. You will also find a welcome video and a list of our sponsors.

On the right side of your screen you'll find 3 tabs: Chat, Polls and People:

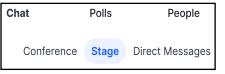


#### Chat

Chat is the primary method of communication with other attendees throughout the Conference. There are two types of Chat:

- 1. Conference Chat: this is the Conference activity feed and is live throughout the Conference. Use this to interact with attendees and keep up-to date with important announcements; and
- 2. Area Specific Chat: Each Booth, Stage and Showcase has its own unique Chat. Use this to talk with exhibitors (make sure the 'Booth' option is selected), or ask questions to speakers on the Stages or during a Showcase (make sure the 'Stage' or 'Showcase' option is selected).







Always double check what is selected before sending a Chat message. If you want to message a friend or attendee but 'Event' is selected, every attendee at the Conference will see your message.

#### **Polls**

Next to the Chat tab is the Polls tab. As with Chat, Polls can be Conference-wide, Booth or Showcase specific. A red dot will appear on the tab when a new poll has been published. Once you cast your vote for a Poll, you will see the results.

#### People

The People tab lists everyone who is registered for the Conference. A small green circle will appear at the bottom-right of an attendee's photo when they are at the Conference. Click on anyone's name to send them a direct message or invite them to a 1-2-1 video call. Just like with Chat, each Booth, Stage and Showcase has its own People tab which shows who is at the Booth, Stage or Showcase.



## **Summary of Virtual Areas**

You can navigate 2021 Value of Biogas - April using the buttons on the left side of your screen.

You will enter the Conference in the Reception area; think of this as the lobby, the information hub. Here you can view the Program, get comfortable with the platform, and see what is happening. Use the 'Add to Calendar' button to ensure you don't miss any of the sessions you're most interested in.



Reception

All 2021 Value of Biogas - April presentations will be from the Stages (Stage #1 from 12pm - 5pm, Stage #2 from 1:30pm - 3:00pm). Here you'll find presentations on a variety of topics, from case studies to digestate management, hydrogen and more.



Stages

Every day between 3:30 - 4:00 pm ET there will be Exhibitor Showcases. These Showcases provide you with the opportunity to learn more about biogas companies, specific projects, technologies and more. Be sure to check these out.

Note: At the start of any session, speakers will often wait for a minute to let the virtual room fill up. If you join a Stage or Showcase and can't hear anyone speaking, bear in mind the session might not have started just yet. Also, don't forget to ask questions after each presentation using the Chat.



**Showcases** 

You can connect with attendees in Networking throughout the Conference. These 1-on-1 meetings will last up to 3 minutes, and you can leave a meeting at any time. A timer in the upper right-hand corner will let you know how long remains for your meeting. When time is up, your meeting will automatically end and you can click 'Ready' to be randomly matched with another attendee in the Networking area.



If you wish to exchange contact information during a meeting, both participants must click the 'Connect' button. You can find the contacts you've made in your account at the upper-right hand corner of the screen page.

Networking



**Exhibitors** 

In the Exhibitors area you'll find virtual booths hosted by a range of companies. Enter a booth to gather information about the company and interact with their staff. Most booths will be monitored live and will have someone on camera ready to speak to you. Simply click the purple button to request to join using your audio and video. Each Exhibitor has its own chat and polls, so you can leave questions or interact with other participants at the booth.

If you experience any issues during the Conference, don't hesitate to reach out to the support team via direct messages (Sarah Stadnyk or Sydney Hagen). If you have any further questions, feel free to reach out to the team at sstadnyk@biogasassociation.ca. We're looking forward to seeing you online soon!