



# FLOOR

## DELEGATE GUIDE

# LOGIN PROCESS BY “ CONFIRMATION EMAIL “



Hey QA,

Confirmation email for your registration for Tech Connect scheduled for Thursday, 12th August 2021, 11:00 AM . Below is the link to join.

[Click To Join](#)

(Alternatively follow the instructions)

Joining Link <https://aaci.odash.co/cast/451510>

Invite Code **EXXk-gjb5jXb6KX-GrbE  
rkuBiuShiXzvmkpFoeN**  
(Your personal code please do not share)

Pin / Ticket **57db93f8**

**STEP 2 :** Once Clicked on “Click To Join” Button, User will land to the registration page. Once you add Details and click on submit, you will be taken to the Floor.

**STEP 1.** Search for the confirmation email from [events@pharmexcil.com](mailto:events@pharmexcil.com) on the registered email id.

Please **confirm** and fill in your details.

Name*	Company
<input type="text" value="Raj Chopra"/>	<input type="text" value="10Times"/>
Designation	City
<input type="text" value="Quality Analyst"/>	<input type="text" value="Meerut, Uttar Pradesh, India"/>
Mobile	
<input type="text" value="+91"/>	<input type="text" value="xxxxxxxxx"/>
<input type="submit" value="Submit"/>	

# LOGIN PROCESS BY “ DIRECT DELEGATE LINK “



Welcome,  
It only takes a **click** to join the event.

 Sign in with Google

 Sign in with LinkedIn

 Login with Facebook

or [Join using Email](#)

**STEP 1 :** Once you open the link joining in chrome. You can join using google / facebook / LinkedIn. Or choose the option of Join using email & to get confirmation email on the entered email id.

**STEP 2 :** After signing in you will land to the registration page. Once you add Details and click on submit, you will be taken to the Floor.

Please **confirm** and fill in your details.

Name\*

Raj Chopra

Company

10Times

Designation

Quality Analyst

City

Meerut, Uttar Pradesh, India

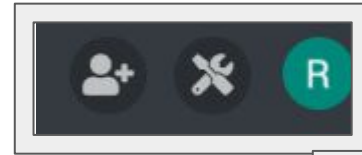
Mobile

+91

xxxxxxxxx

Submit

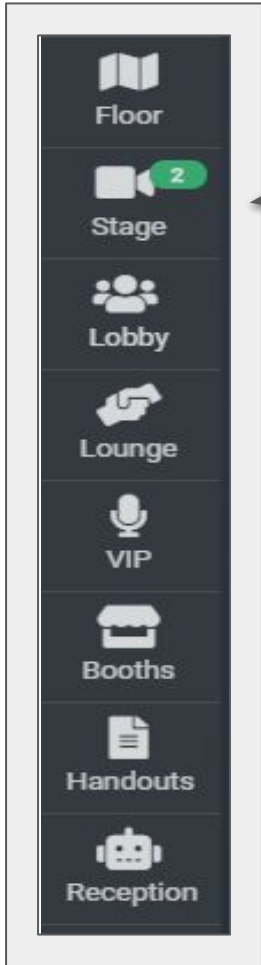
# LANDING PAGE



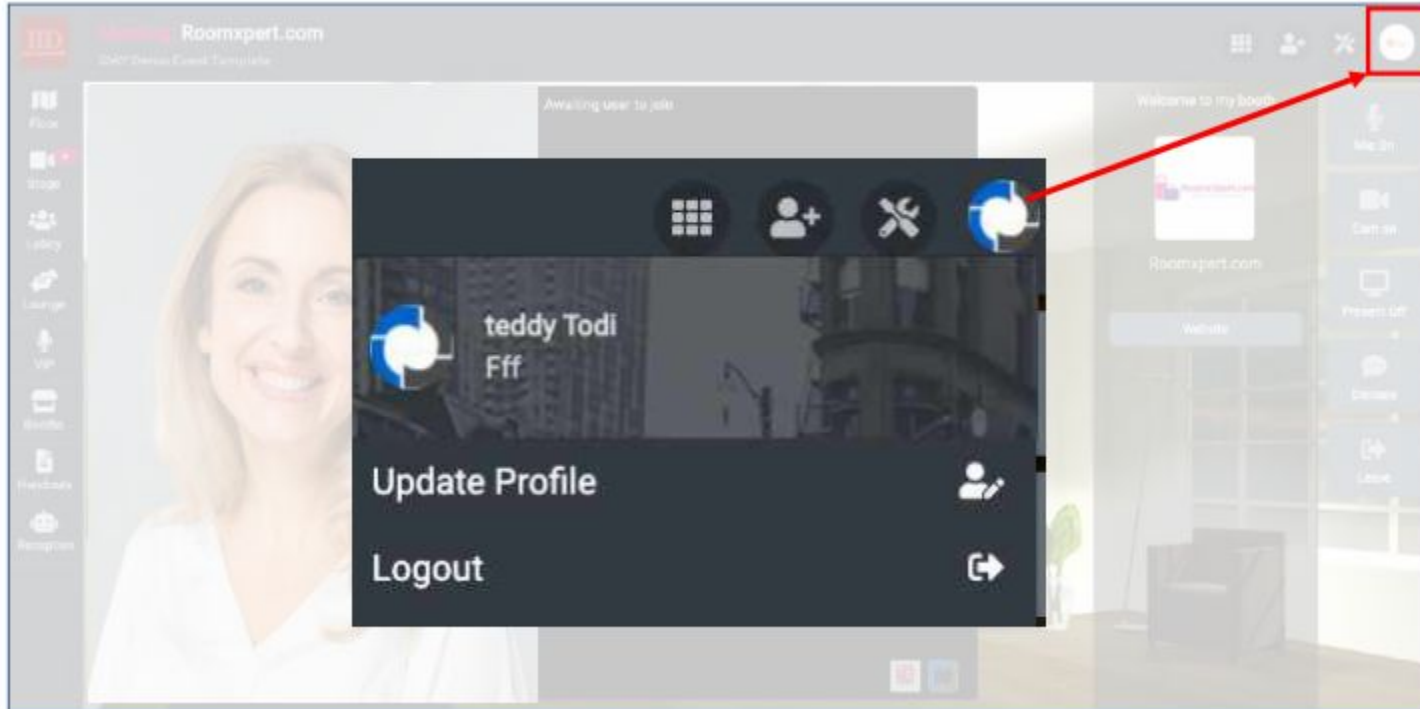
Settings Buttons

Left Side : Event  
FLOOR sections

Right Side :  
Session Controls



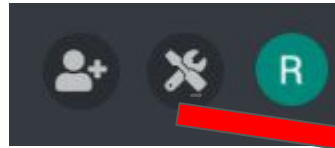
# SETTING BUTTONS



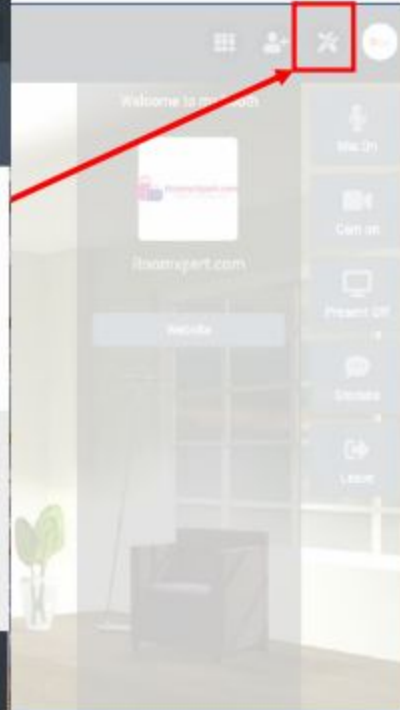
Use this button to update your profile.  
You can change:

- Profile picture
- User name
- Website
- Location

# SETTING BUTTONS



TROUBLESHOOT



When you first login, you would be asked to give camera and mic permission. Kindly make sure you give permission.

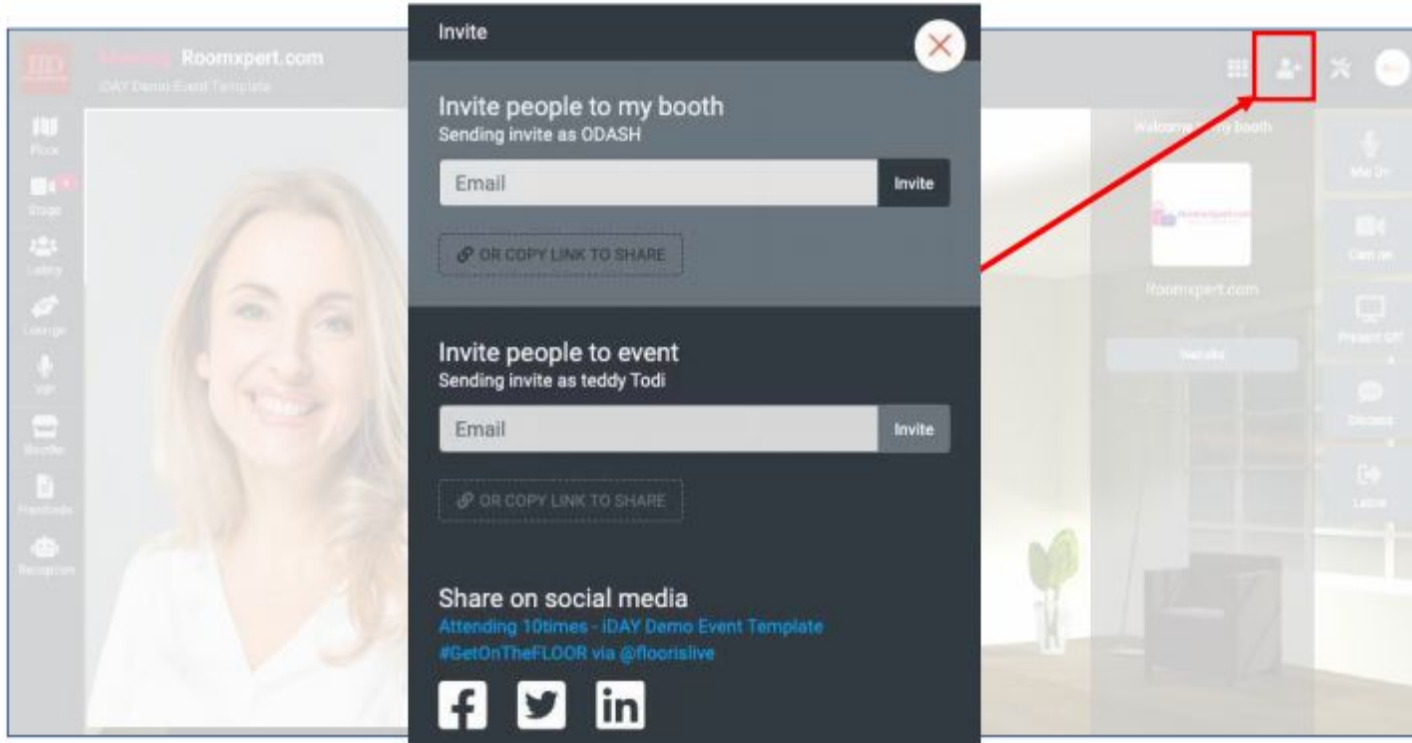
To check for any issue or change settings, click on the second button. It show:

- Internet strength
- Camera being used
- Microphone being user

# SETTING BUTTONS



SHARE & INVITE



Each booth comes with its own personal booth link. You can use this link to invite anyone to come visit your booth.

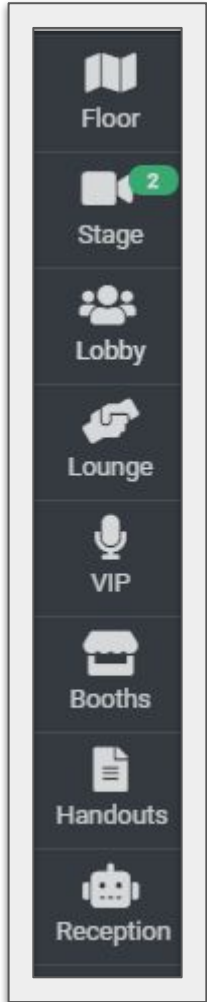
**Email** – copy the link to share via email

**Social Media** – click and share on your social channels



# EVENT BUTTONS

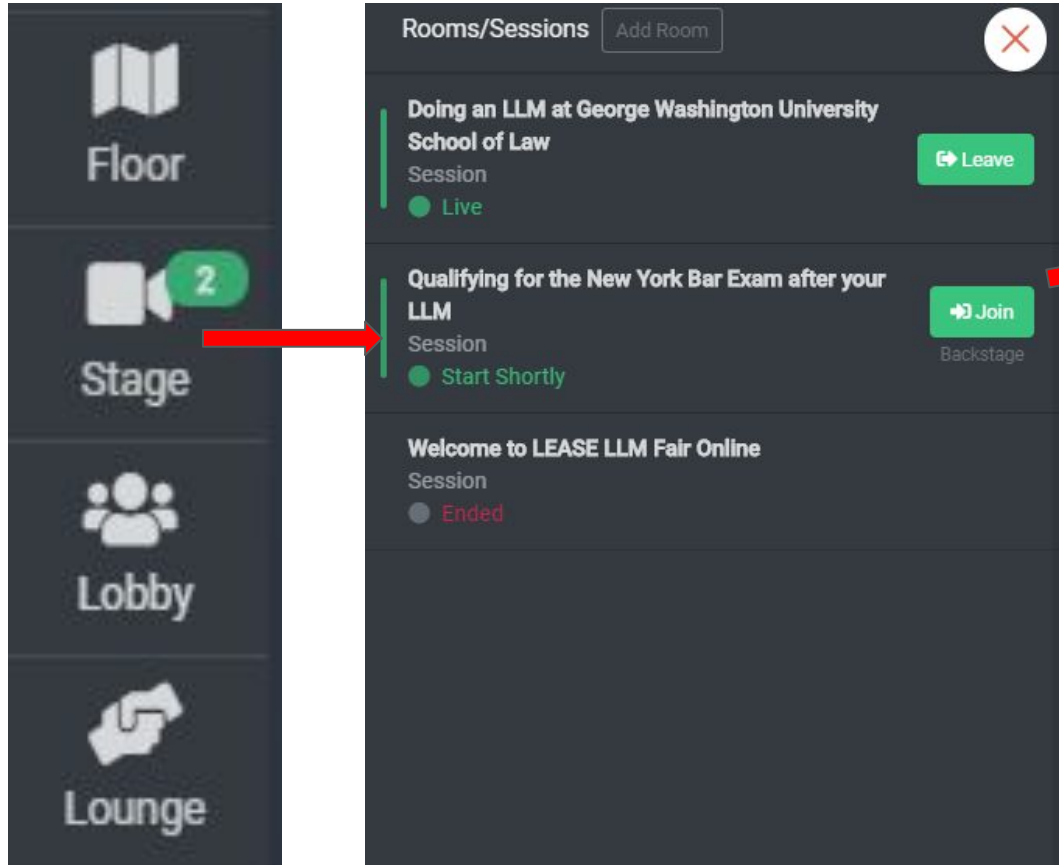
Left Bar is the Navigation bar for the FLOOR.



- **FLOOR** – Map for easy navigation
- **STAGE** - List of all sessions happening in the entire event. Please join any LIVE session through this button.
- **Lobby**– see all the live audience and have live chats.
- **Lounge** – Networking tables.
- **VIP** – Exclusive lounge, Grab meeting if speakers available
- **Booths** – Expo area for exhibitors, Grab Meeting if exhibitors are live in booths.
- **Reception** – Helpdesk for any issues

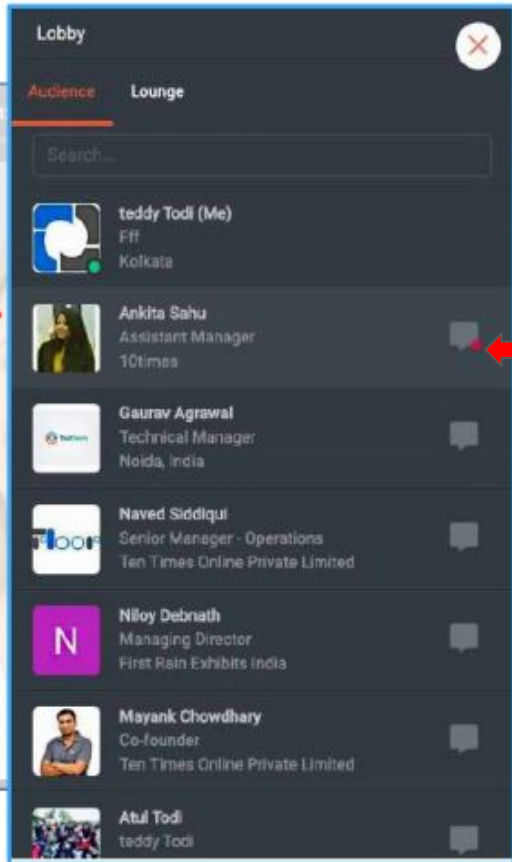


# STAGE



JOIN any live session using the stage option on left, it opens up the session list for entire event. In case you want to navigate yourself please click on join tab in front of the session name

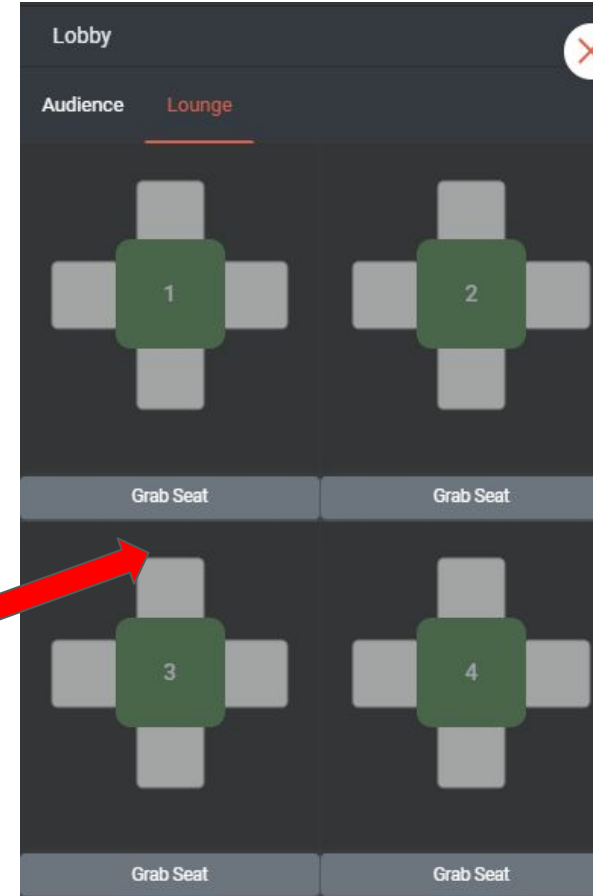
# LOBBY & LOUNGE



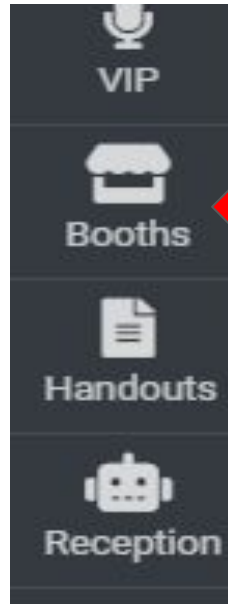
Do live chat with the audiences live on FLOOR.

You can invite others to the Networking tables via chats

Go to **LOUNGE** TAB and **GRAB SEAT** to join a table

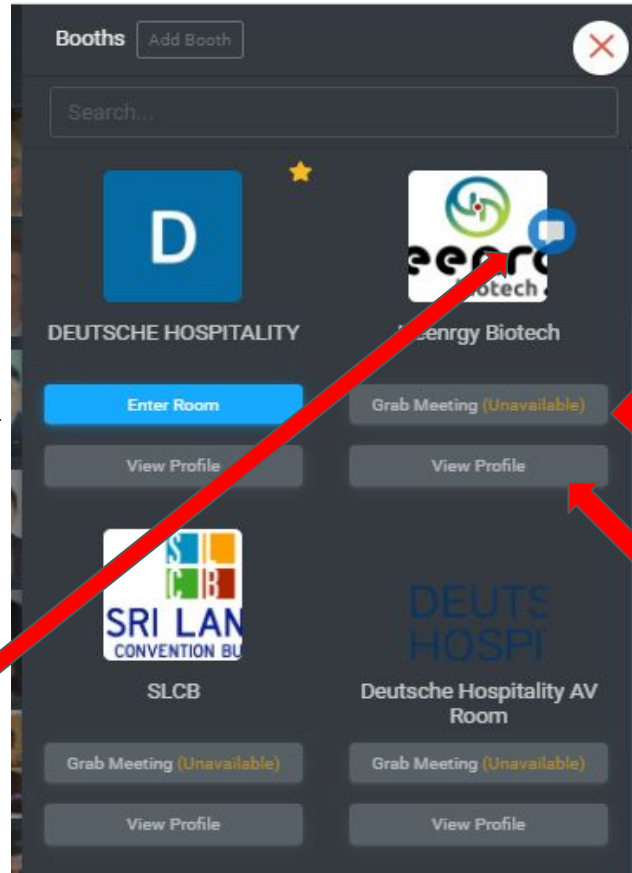


# GRAB MEETING WITH “BOOTHS”



Visit the BOOTHS section and explore all the exhibiting companies.

**CHAT WITH EXHIBITOR**  
Send a message to exhibitor



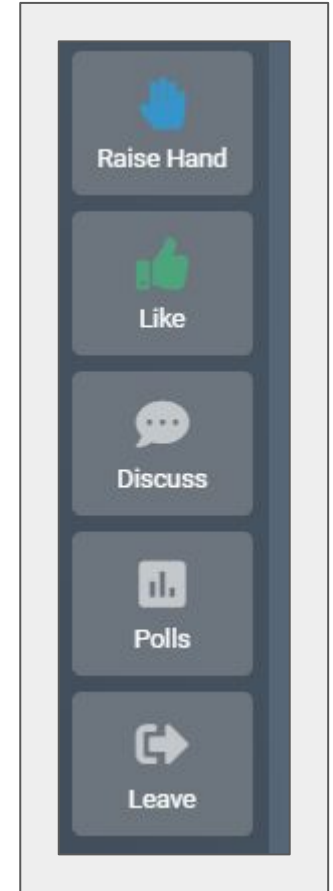
**CLICK ON GRAB MEETING**  
you can grab one to one meeting with booth once the booth representative is AVAILABLE in booth.

**VIEW PROFILE**  
You can View the company profile

# SESSION CONTROLS



- **HAND RAISE** - In case you want to be part of live stage to ask questions.
- **LIKE**- Give a Thumbs Up while enjoying the sessions.
- **DISCUSS** - Audience chat box and QnA box to put up your questions for speakers.
- **POLLS** - Submit your votes to different polls raised.
- **LEAVE**- To leave the current session / stage.



# REQUIREMENTS



- ❖ The Event is best experienced from your Laptop/ Desktop and on latest Chrome Browser (preferably).
- ❖ Please maintain a good internet connection throughout to have a good experience.
- ❖ Kindly keep the mic / cam allowed.
- ❖ If there is any Proxy server , firewall , VPN Installed , kindly remove it else use another system

# THANK YOU



*"Life is a series of Events. Make it large on the FLOOR"*

