



General (In-Person) Ticket Holder Information

Attendify: Virtual Conference Hub

Attendify is our virtual conference platform - it is the only place to sign up for mobile workshops, access online sessions, network with attendees and sponsors, and view recordings post-conference, so it's imperative that you make an account today:

1. Join the [Attendify webpage here](#) and/or [download the app](#).
2. Log in with the email you registered with and create a password on the spot.
3. Create your profile - add headshot, bio, and other personal info.
4. Browse virtual sessions and mobile workshops, in-person events, and connect with fellow attendees and sponsors!
5. Engage with the app - post in the activity stream, private message attendees, view the conference map, and more!

Accessing Sessions on Attendify

- If you wish to view online sessions, we recommend using your desktop
- Find the session you wish to attend in the "schedule" tab (calendar icon)
- Click "Join Zoom here!" in the session description
- Zoom will open and you will be prompted to register (this helps our speakers know who attended their session)
- Communicate during the session with other attendees on Zoom as you would in any Zoom meeting

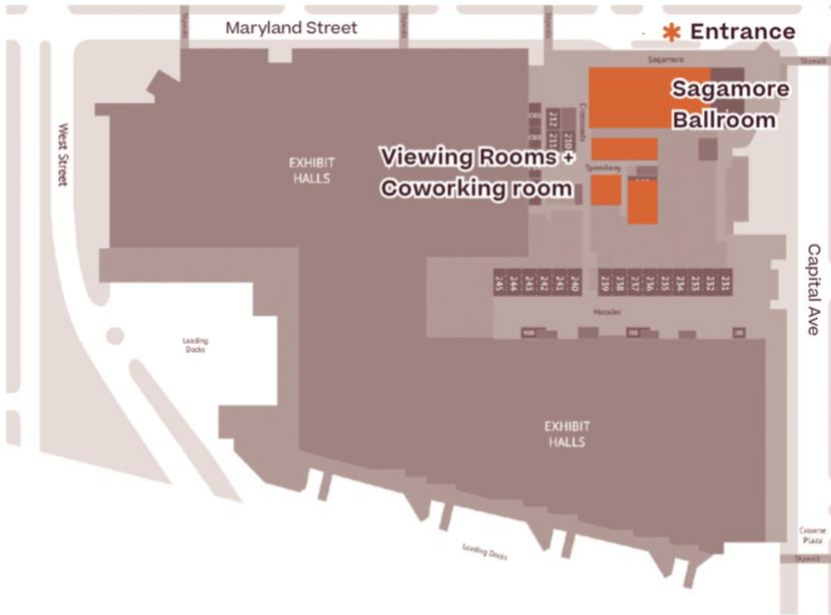
Networking on Attendify

Attendify is our primary networking hub with the some of the following features:

- Send 1:1 messages to other attendees
- *MeetNow* with sponsors and exhibitors - request 1:1 video calls
- Post photos, statuses, and discussion questions in the activity stream
- @mention other attendees in your post or comments and they will receive a notification about it
- App only: participate in messaging "channels"

Registration + In-Person Conference Hub + Program

Event headquarters will be at the Indiana Convention Center. You will need to enter on Maryland Street at the canopy doors, and head to the 2nd floor to the Sagamore Ballroom area. This is where registration will be, as well as the conference meeting rooms for the week.



You will need to check-in at registration when you arrive to receive your badge and goody bag, as well as each day to attend programming or head off to Mobile Workshops.

You will use Attendify and our print program (available onsite) to work your way through the week in Indy. For now you can see an overview of our [virtual/in-person program here](#).

When you aren't on Mobile Workshops, you can join our "Viewing room" anytime to watch a preselected online breakout session, or use a "Coworking room" to watch one on your own. All of this info will

Indiana Convention Center Floor Plan (2nd Floor)

be in Attendify and in the print program you receive onsite.

Health Checks

Each day before entering the Convention Center, you will fill out a simple health check form as a COVID safety requirement. Show your form confirmation to security (preferably via phone) upon entering the Convention Center and then receive a wristband for each day to get in and out of the building.

We will email you a Health Check form at the start of each day, for that day. Please make sure to fill out this form in advance each day so that your entry to the Convention Center is quick and easy.

Meals + Parties

- Coffee/pastries - Convention Center on Wednesday and Thursday morning.
- Lunch - Wednesday (a voucher for the Indy City Market) & Thursday (boxed lunch at the Convention Center)
- Parties - Tuesday, Wednesday and Thursday night
- Where applicable, drink/food tickets will be provided in your badge, or available for purchase.
- Please review the [print program](#) when you receive it or [Attendify](#) to learn about locations and travel to all meals and events.
- You can find an additional list of local restaurants and cafés [here](#).

What to bring

- Dress code: casual. Weather can be up and down in Indy so be sure to check the forecast beforehand, you may want a light raincoat and umbrella. Bring comfortable shoes.
- Bike helmet - if you plan on riding a bike in Indy or participating in a bike tour
- Bike lock - if you plan to rent your own bicycle (more info below)
- Water bottle

Bike Rentals

For those on bike tours, workshop leaders will take participants to bikeshare stations to obtain bikes for the tour. You need to [download the app](#) in advance, and the cost to you will be roughly \$27 for the 3 hours.

If you prefer to rent a bike for the whole week, our local host partners are offering single speed bikes onsite for only \$30. If you'd like to rent a bike, which also would allow you to skip bikeshare rental if you're on any biking mobile workshops, stop by the conference registration desk (Tuesday 12-6pm or Wednesday 10-1pm) and we'll direct you to the bike rental room. If you think you'll rent a bike, please bring your own bike lock with you.

COVID safety

Guidelines are changing constantly, but what we can assure is you is that:

- Mask-wearing is required indoors, on Mobile Workshops, and shared transportation
- Mask-wearing and social distancing is encouraged at outdoor social events
- Lunch options will be "to-go" style with the option for outdoor or indoor dining
- Masks and hand sanitizer will be provided in your goody bags, and during the event
- Depending on updated guidelines, there may be a daily health screening to ensure everyone is feeling well
- The Convention Center has thorough cleaning protocols, upgraded air filters, and [GBAC Star](#) accreditation for its [pandemic safety protocols](#).
- All seating within the Convention Center will be spaced 6 feet apart