

2021 Return on Inclusion Summit

Here's everything you need to know for a successful summit experience

Virtual Lobby | My Account | My Agenda

Thank you for registering for the 2021 Return on Inclusion Summit. We are thrilled to have you joining us for this year's virtual event, *Talent Rising*, where we will provide an opportunity for organizations to examine their role in perpetuating practices that lead to a lack of belonging for their people across lines of difference. At our eighth biennial event, with record breaking registration, we look forward to two days of conversation and learning with national and local experts.

CONFERENCE PLATFORM

InEvent | Familiarize yourself with the platform and the virtual lobby by watching this short video.

LOGGING-IN

When you registered, you were sent a confirmation email that includes your Unique Access Link, which is how you will login to the virtual platform. To find your confirmation email, please search your Inbox and Spam folders for an email coming from returnoninclusion2021@ineventmail.com.

Please note, this link is personalized just for you and is not transferable. Your link provides access to use on one device/browser at a time. We recommend **not** logging out of the platform after clicking this link until the event finishes.

If you cannot find your magic link or it isn't working, you can still access your account. Visit our <u>event website</u> and click "My Account" at the top. Your email address is your

username and if you do not remember your password, just go through the reset process.

You can always reach out to our team at <u>help@vm-events.com</u> for help if you get stuck.

VIRTUAL CONFERENCE BEST PRACTICES

We strongly recommend using **Google Chrome** or **Firefox web browser** (updated to the latest version) to access the virtual platform. *Internet Explorer is NOT compatible and will not work with the virtual platform.*

We also recommend disabling any VPNs as it will inhibit your connectivity.

Check out our <u>attendee checklist</u> for more recommendations for a smooth summit experience.

SET UP YOUR ACCOUNT PROFILE

Once you have logged in, go to the My Account and select Edit, located on the upper right panel. Take a moment to update your profile with your photo, professional information, interests, etc. to maximize the conference experience for you and other attendees. It is important to complete your profile prior to the summit.

Want to remain incognito? You may also choose to make your attendee profile visible or not visible to attendees in your account page. If you do not want to show up in the "Virtual Lobby – Networking" portion of our summit, you'll want to make sure your visibility is set to NO.

2021 RETURN ON INCLUSION SUMMIT SCHEDULE

View our <u>one page agenda</u> for an overview of the conference schedule.

JOIN THE CONVERSATION

InEvent provides some great ways to connect with other attendees. You can send private messages to connect or create/join a group in the Virtual Lobby.

You can also find us online! Follow the latest updates on Twitter, @ROITulsa, or on <u>Facebook</u>. Be sure to use the conference hashtag, #ReturnOnInclusion.

EARN SHRM AND HRCI CREDITS

SHRM and HRCI recertifications numbers will be communicated with our attendees after the event is over. To learn more about these credits, visit our <u>website</u>.

HANDOUTS, PRESENTATIONS & RECORDING

Where applicable, any files or presentations shared by our expert can be found in the activity room under Files on the left navigation panel. All sessions, except for Clint Smith's keynote address, will be recorded and made available after the event for

viewing via InEvent.

VISIT OUR SPONSOR ROOMS

Our sponsors made this fantastic line up a reality and we hope you will take a few moments to visit their sponsor rooms.

BUILDING YOUR AGENDA

Start building <u>your personal session agenda</u> on the platform so you don't miss out on the presenters you are most looking forward.

CONNECTING YOU TO ANSWERS

That's what we're here for! If you have questions or need assistance in any way, please do not hesitate to contact us at <u>help@vm-events.com</u>. Be sure to provide your name and a detailed description of the issue(s) you are experiencing so we can provide you with the best support possible.

Assistance will be provided as timely as possible during normal business hours (9:00 A.M - 5:00 P.M PT). During the live event on 2/24-2/25, there will be a Live Help Desk available in the virtual lobby groups for technical support, which will open one (1) hour prior to the start of the Welcome Session each day.



SPECIAL THANKS TO OUR CATALYST SPONSORS



