

WGMSC 2024

Download the CVENT APP



Go to App or Google Play Store and search for Cvent – Select "Cvent Events"

Finding the WGMSC 2024 Event in the CVENT APP

- Search for WGMSC
- Click on the Download ICON on the right side of WGMSC Event.
- Click on Right Arrow appearing after Downloading.
- Select Get Notifications if you would like to receive Notifications from the APP and ALLOW the change.
 - Notifications will be sent to participants throughout show, so be sure to allow this



Log Onto the App

- Click Log In.
- Enter your Name and the Email Address you used to register with and click the Right Arrow.
- Go to your email inbox or text messages and retrieve the Code.
- Enter the Code.
- Congratulations!! You are now Registered on the APP!







Preview WGMSC Card

Menu Icons

- There are 5 Menu Categories on the Bottom Row of the APP.
- Home, Schedule, Community, Profile, and More
- HOME
 - Information on the WGMSC Short Course 2024

Menu Icons - Schedule

- All available Classes and Events will show under the "All Sessions" tab of Schedule.
- To create your own schedule, click the plus sign next to the class or event.



Menu Icons - Schedule

 Classes or events you have added to your schedule will show under the "My Schedule" tab of Schedule.

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All Sessions	My Schedule	
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Course Evaluations

- 30 minutes prior to the end of the class you are attending, the course evaluation will open up within the app.
- You must have the class/session opened from your schedule to view the course evaluation.
- Complete the evaluation through the app and show the moderator to receive an extra raffle ticket!

Cocktail Hour and Exhibition Time - 1st Hour Open Bar! Mon, 4/29, 5:00 PM - 7:00 PM MT 2 hours About this session All	✓ Session Details Cocktail Hour and Exhibition Time - 1st Hour Open Bar! Mon, 4/29, 5:00 PM - 7:00 PM MT 2 hours About this session All Survey
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End of Show Evaluation

- Be sure to complete the General Event Feedback Survey at the close of the show on Thursday, May 2.
- Access via your profile icon and then "Surveys."
- Your feedback is invaluable to continually improving the show!

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WGMSC 2024	
Thanks for attending the event	t!
We'd love to hear your thoughts. Please ta minutes to complete the feedback sur	ke a few vey.
Available Surveys	
WGMSC 2024 General Event Feedback Survey	>
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Menu Icons - Community

- Click on View Attendees to see list of the WGMSC Attendees.
- Search Icon on Top to search by Name.
- Click on Attendee to see Profile and Message within APP!





Menu Icons - Profile

- Area in APP where you can view any Announcements, Messages sent in APP, Surveys, and your APP Settings (Privacy/Notifications/Time Zone).
- If you don't want to appear in Attendee List, you can change under Settings Privacy.

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Menu Icons - More

- List of Speakers.
- Menu in APP to see Extended Info on the WGMSC, including Sponsors who have made this event possible.
- Complete Floor Plan available so you can easily find your Classes.
- Info on the Utah Olympic Oval, the location of our Vendor Night Event!
- And, our FUN Game Center!

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Floor Plans Map

• Under the MORE Icon, Click on Floor Plans to view a Map of the Facility.



Vendor Night - Utah Olympic Oval

 Under the MORE Icon, Click Utah Olympic Oval for Vendor Night Event Info.

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Vendor Night:

Utah Olympic Oval - <u>5662 Cougar Ln,</u> <u>Kearns, UT 84118</u>

The Oval hosted all long-track speed skating events during the 2002 Salt Lake City Winter Olympics. Cocktails, dinner, special address from Derek Parra (Salt Lake Olympics Medalist), curling, speed skating and figure skating demos, open skating and more! Cost of event is included in registration and transportation will be provided to/from Grand America hotel. Attendees are welcome to bring one guest to event at an additional cost of \$110 (selection must be made during registration).



Game Center

- Be an active participant and earn points during the show by completing various activities.
- Participants earning the most points will be awarded additional raffle tickets!

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					Session registration				
					Read game rules				
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