2020 Mars Society Virtual Convention
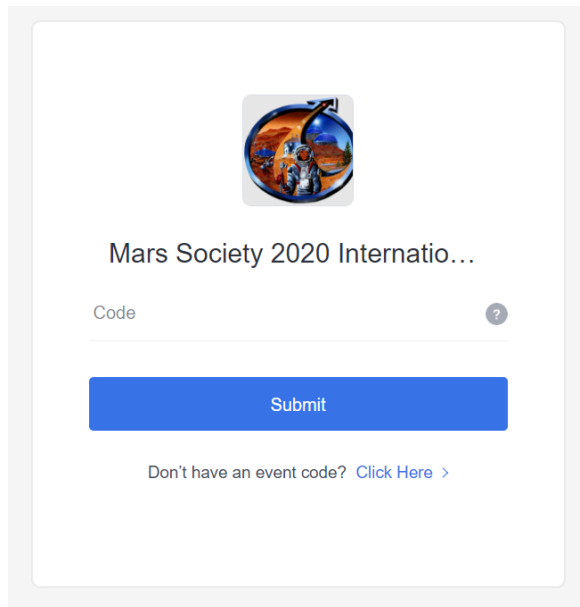# **Attendee Instructions**

Welcome to the 23rd Annual International Mars Society Convention. This guide is designed for attendees to help them understand how to use the tools and the processes of the convention.

If you have any questions please contact the author of this document, James Burk, at webmaster@marssociety.org

Logging in to the Convention's Virtual Experience

There are two options to use our Virtual Experience which is powered by Attendify: from a desktop computer or from a mobile device. You can also use both. Here are the instructions for logging in the first time:

Visit: http://convention.marssociety.org/ -- this is the main address you can use to get back to the convention later.
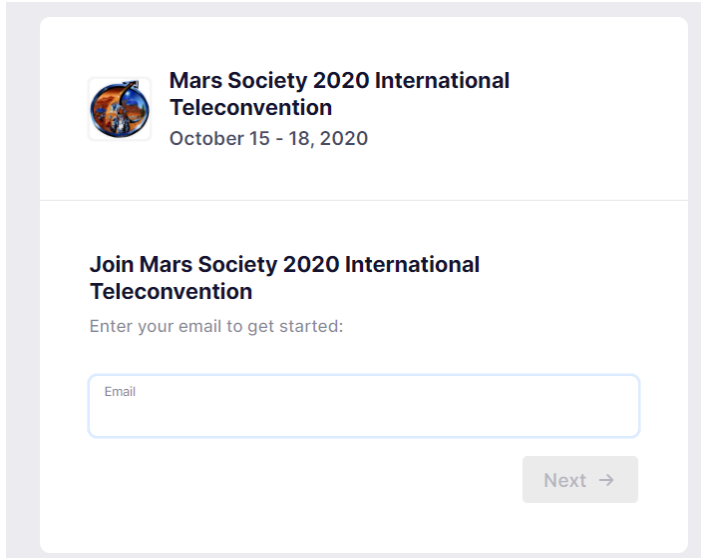
Use Code **risingtogether** (no space, and all lower case) to login to the app.

You will then be asked for your email:
If possible, please use the email you originally registered with, to limit duplicate accounts.
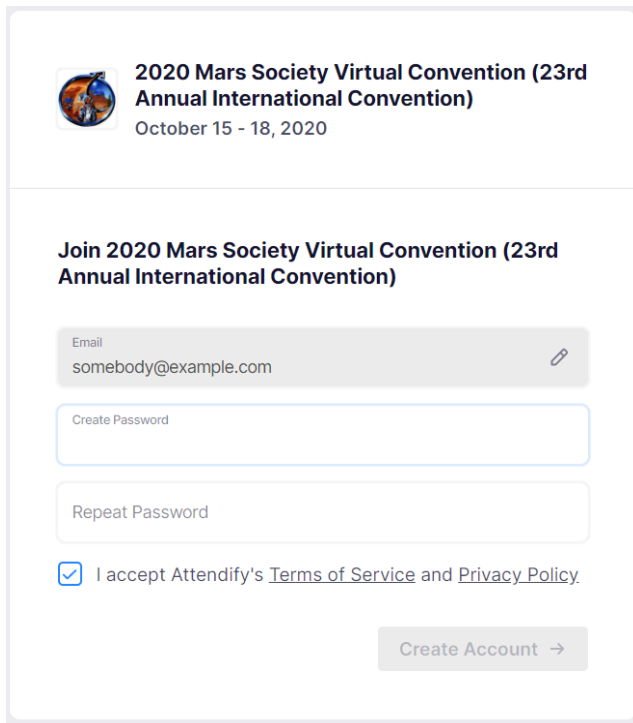
Mars Society 2020 International Teleconvention
October 15 - 18, 2020

Join Mars Society 2020 International Teleconvention

Enter your email to get started:

Email

Next →

Then you can create a password. Enter it twice, select "I accept" and click "Create Account".

2020 Mars Society Virtual Convention (23rd Annual International Convention)
October 15 - 18, 2020

Join 2020 Mars Society Virtual Convention (23rd Annual International Convention)

Email
somebody@example.com

Create Password

Repeat Password

☑ I accept Attendify's Terms of Service and Privacy Policy

Create Account →

Next you can complete your profile. You can enter as much or as little information as you'd like. The only required field is your name.

> **Note:** If you wish to join the conference anonymously, that's fine too. Just put in something else besides your name, such as your Initials or something like "Awesome Martian". The Code of Conduct still applies even if you are choosing to be anonymous.

You will then be placed into the main conference application.

Mobile Version

You can also use the mobile version by downloading the *Attendify* app from the **App Store** or **Google Play**. Once you have downloaded and opened the app, find our event by typing "Mars Society" and selecting the single result, then login as above.

Navigating the Virtual Experience
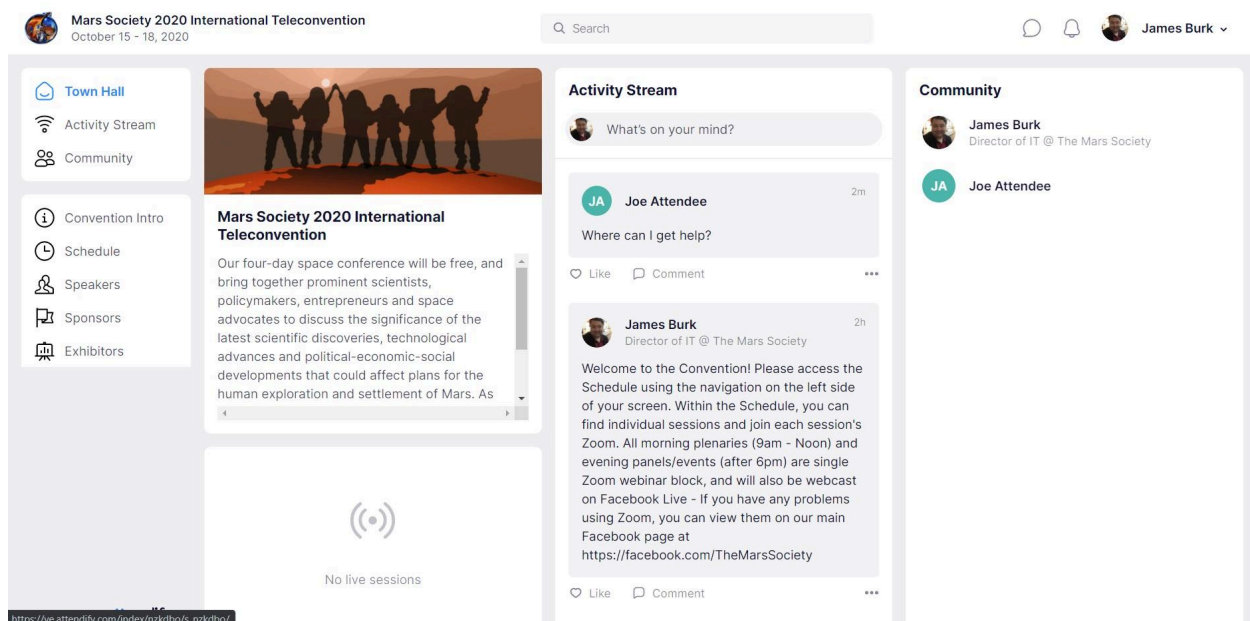
This is the main screen of the convention's Virtual Experience (also referred to as the Convention App).

The left navigation will have all the different areas of the convention including the schedule, speaker list, sponsors, exhibitors, and networking features.

The Activity Stream will show announcements from our staff and social posts from attendees. The Community module on the left can be used to browse all of the attendees of the convention.

During the conference, attendees may watch the sessions within the Virtual Experience, or can join the underlying Zoom call directly. There will be a "Join Zoom Meeting" button present when a talk is in session. We have also included each sessions' Zoom URL in the description of each talk. **Please note:** if you are using the app on a mobile device, there will not be a Join button and you must use the URL directly to join the call. You will also need to have the Zoom meetings app installed on your mobile device.

The passcode to all Zoom meetings is "rising".

Code of Conduct

By joining our event, you are pleading to adhere to our Code of Conduct. All attendees are expected to:

- Join Zoom meetings on Mute and without Video on!
- Only unmute if you are prompted to ask a question.

Attendee's video can be turned on while they are asking a question, otherwise it should be off. Our recording system captures all video, and we'd like to focus on the speakers.

Important Note: The Mars Society is committed to providing an inclusive and welcoming environment for our attendees. We will not allow discrimination on the basis of race, creed, color, religion, gender, gender expression (gender identity), sexual orientation, age, national origin (ancestry), disability, marital status, or military status.

Harassment and hate speech will not be tolerated. We reserve the right to exclude offenders from the event and all related networking and community experiences.

Networking Technologies

In addition to our main Convention app (Attendify), we will make use of additional networking technologies such as Slack and Wonder. More information on these will be provided within the Convention app. You can join Slack using this Invite link: http://bit.ly/MarsSocietySlack

Where to Get Help

Have any questions about the convention's Virtual Experience, Zoom, or other technologies?

Email webmaster@marssociety.org or ask via the **#helpdesk** channel on Slack (access via http://bit.ly/MarsSocietySlack)

Zoom Help Links

How to Join a Zoom Meeting

How to Participate in a Zoom meeting