

NRCEC 2024 Virtual App User Guide

June 24-26, 2024

Accessing the App

The **NRCEC 2024 Virtual App** (which will be referred to simply as the “App” in this guide) provides in-person and virtual attendees with one access point for all conference information, including an interactive agenda, map of the hotel conference space, conference program book, attendee and speaker lists, Cooperating Organization list, discussion boards, networking forums, and more. All livestreamed sessions will also be accessed from the App.

In-person and virtual attendees will access the app differently, and instructions specific to attendance type are provided below.

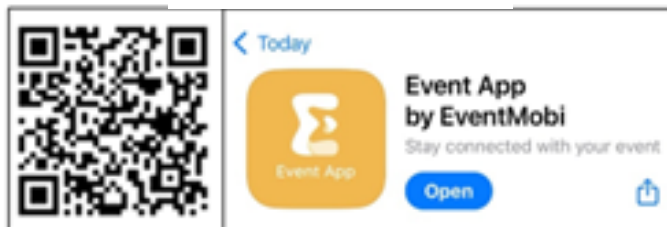
IN-PERSON ATTENDEES:

For in-person attendees, the App is the best way to access all information and conference updates while onsite. Please follow the instructions below to add the App to your mobile device. All attendees must use the same email address used as part of registration to access the App.

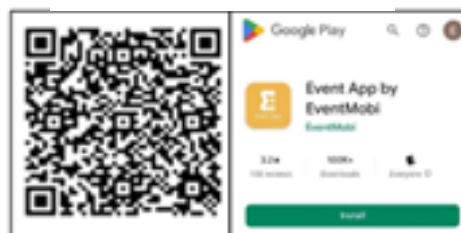
App Access Instructions for Mobile Devices:

1. Scan the QR code below for access to the [Apple App Store](#) or [Google Play](#), and download the **EventMobi App**.
2. Open the EventMobi App and enter the event code: **NRCEC2024**
3. When prompted, use the same email address you used for NRCEC 2024 registration.
4. When you first log into the app, you'll be prompted to create a password. If you attended Virtual NRCEC 2022, you may already have an account and will need to reset your password if you cannot remember it.

Apple App Store



Google Play



VIRTUAL ATTENDEES & IN-PERSON ATTENDEES - ACCESS TO LIVESTREAMED SESSIONS:

To access the App as a virtual attendee or if you are an in-person attendee who wishes to access any livestreamed sessions on a computer, follow the instructions provided below. Please use the most updated version of Chrome, Firefox, or Safari; Microsoft Edge and Internet Explorer are not recommended to access the App.

App Access Instructions for Laptop and Desktop Computers:

1. Navigate to the App URL in your computer's browser: <https://eventmobi.com/NRCEC2024/>
2. When prompted, use the same email address you used for NRCEC 2024 registration.
3. When you first log into the app, you'll be prompted to create a password. If you attended Virtual NRCEC 2022, you may already have an account and need to reset your password if you cannot remember it.

Troubleshooting Login Challenges

- Ensure you are entering the same email that you used to register for the conference.
- If you already created a password and cannot remember it, click **Forgot Password?** Below the password field.
- If you have trouble creating a new password, click **Log in using a one-time code instead** and you should immediately receive an email with an access code.

Still unable to log in? Please email the NRCEC 2024 logistics team at NRCEC@air.org or visit the Registration and Information Desk onsite.

Navigating the App

After logging into the app for the first time, you will be prompted to create an attendee profile. You can also make updates to your profile at any time during NRCEC 2024 (learn more about editing your attendee profile on p. 8 of this guide). Your attendee profile is visible within the App by default, including your name, job title, and organization provided during the registration process. If you would like to hide your profile, please email NRCEC@air.org with the subject line "**NRCEC Profile Assistance.**" In-person attendees can also visit the NRCEC Registration and Information Desk onsite.

The following information will help you to understand the different App offerings, and how they can best support and enrich your attendee experience. Images of both the mobile and browser version of the App will be provided throughout the guide.

Homepage

The App's homepage offers quick access to the following key features:

- **Today's Agenda** - Directs you to all sessions within the interactive conference agenda and is the access point to view the select livestreamed sessions.
- **Conference Program Book** - Directs you to a PDF version of the full conference program, which includes acknowledgements for planning team members and peer reviewers, Cooperating Organizations, the conference schedule overview, the detailed agenda, a map of the conference space, and local area information.
- **Hotel Map** - This is most relevant to in-person attendees and presenters as it directs you to the hotel map. You can also navigate to the session rooms through the agenda, with more information provided on p. 6, under **Session Details**.
- **Social Wall** - Links to a social media feed with posts about the conference, using the hashtag #NRCEC2024.
- **Virtual App User Guide** - Directs you to this guide for finding your way around the App.
- **NRCEC 2024 Greetings** - A brief welcome video from Khari Garvin, Director of ACF's Office of Head Start.



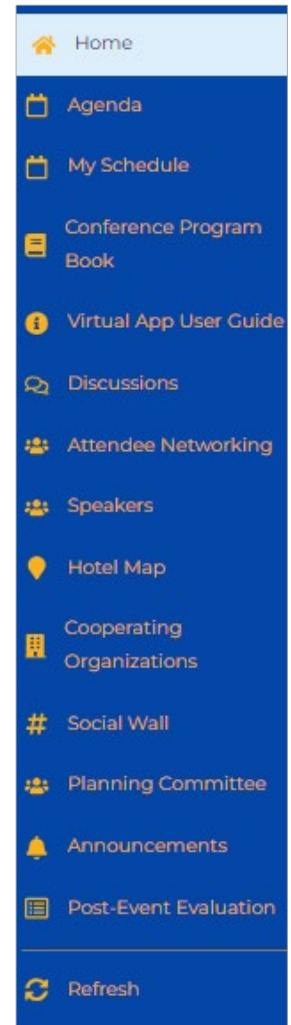
Left-Side Menu

Use the left-side menu to navigate the App.

Don't see the left-side menu? Select the **☰ icon** at the top left corner of the App window to expand the left-side menu. Once the left-side menu is open, click the **< icon** to minimize it.

The following features are available from the left-side menu:

- **Home** - App homepage (more details provided on p. 3)
- **Agenda** - Interactive conference agenda (also accessible from **Today's Agenda** on the homepage), which serves as the source of all session information, and the access point for attendees to view livestreamed sessions.
- **My Schedule** - List of sessions you have saved to your personal conference schedule and any meetings requested with other attendees or speakers.
 - **Export Calendar** will allow you to save sessions and meetings within **My Schedule** to your preferred calendar application (e.g., Outlook, Gcal), but these calendar holds do not contain links to join sessions. You must log into the App to access all livestreamed sessions.
- **Conference Program Book** - Directs you to a PDF version of the conference program, which includes acknowledgements for planning team members and peer reviewers, Cooperating Organizations, the conference schedule overview, the detailed agenda, a map of the conference space, and local area information.
- **Virtual App User Guide** - Directs you to this guide for finding your way around the App.
- **Discussions** - Group discussion boards focused on specific topics. These discussions allow you to ask questions, share out, and learn what others are experiencing at NRCEC. We encourage all to participate and help us build engagement.
- **Attendee Networking** - View a list of all NRCEC 2024 attendees who have chosen to have their profile visible to others.
 - Find an attendee by typing a full or partial name in the top search bar.
 - Click an attendee name to learn more about them, send a message, or request a meeting.
- **Speakers** - View a list of all registered NRCEC 2024 session and poster presenters.
- **Hotel Map** - This links to the hotel floor plan and shows all the conference space. To see the interactive navigation, click into a session, and click the conference room name, to see the room pinned on the hotel map.
- **Cooperating Organizations** - List of NRCEC 2024 partnering agencies, organizations, and initiatives, sorted alphabetically. The list notes all Cooperating Organizations that will have resource tables onsite.
- **Social Wall** - Posts on Facebook, Instagram, and X using the conference hashtag #NRCEC2024.
 - The Social Wall is moderated so it may take a few minutes for posts using #NRCEC2024 to appear. Inappropriate posts will be declined by the moderator.
- **Planning Committee** - List of the NRCEC 2024 Planning Committee members and Scientific Advisors.



- **Announcements** - Previous announcements sent to all conference attendees through the App.
- **Post-Event Evaluation** - Brief, anonymous conference evaluation to provide feedback on the conference quality, content, and accessibility.

Conference Agenda

View the interactive agenda by clicking **Today's Agenda** on the App homepage or **Agenda** in the left-side menu. You will see a list of all the sessions sorted by time block.

The agenda offers several ways to filter sessions:

- **By conference date** - View the sessions for the entire conference by clicking **All** or for a single conference day by clicking one of the dates at the top of the agenda.
- **By plenary session, livestreamed session, or individual poster** - Narrow the list of all sessions to include only plenary sessions, livestreamed sessions, or individual posters being presented during one of the poster sessions.

All	JUN 24	JUN 25	JUN 26
Filter			
Monday, 9:00 am EDT			
(101) Welcome Remarks and Continuing the Conversation on Historical Inequities in Early Care and Education: Addressing Fair and Equal Compensation 9:00 am EDT - 10:30 am EDT Arlington Ballroom: Salons 4-6 Plenary Session Livestream Session			
Monday, 10:45 am EDT			
(102) State of the Field Synthesis – Innovations in the Conceptualization and Measurement of the Outcomes of Early Childhood Programs for Today's Diverse Early Childhood Landscape and Learners: Opportunities, Challenges and Tensions 10:45 am EDT - 12:15 pm EDT Arlington Ballroom: Salons 4-6 Livestream Session			
Monday, 1:30 pm EDT			
(111) Advancing Population Health and Well-being for Historically Minoritized Populations: Implications for Practice and Policy in Early Childhood Systems and Programs 1:30 pm EDT - 3:00 pm EDT Arlington Ballroom: Salons 4-6 Livestream Session			

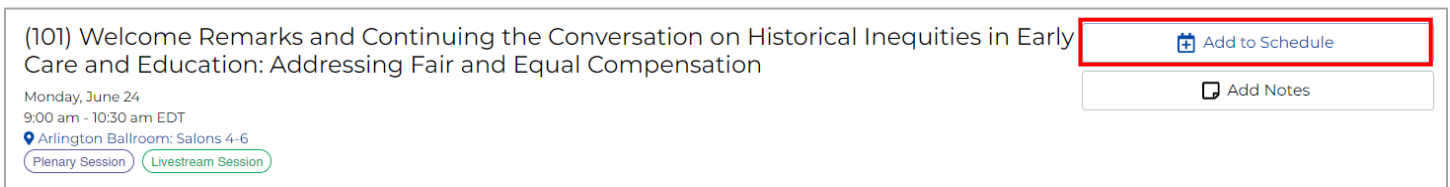
Session Details

By clicking on a session from the Agenda, you can view the session description and speakers, and download or save any slides and supplemental handouts. Find documents that you've saved by clicking the **profile icon** in the top right corner of the App and choosing **Documents**.

For in-person attendees, click the session room name to view the conference room location through the App's hotel map navigation feature. Please arrive at a session a few minutes early to secure a seat.

Add to Schedule

From each session, you can click **Add to Schedule** to include the session on your personal conference schedule (accessed from **My Schedule** in the left-side menu).



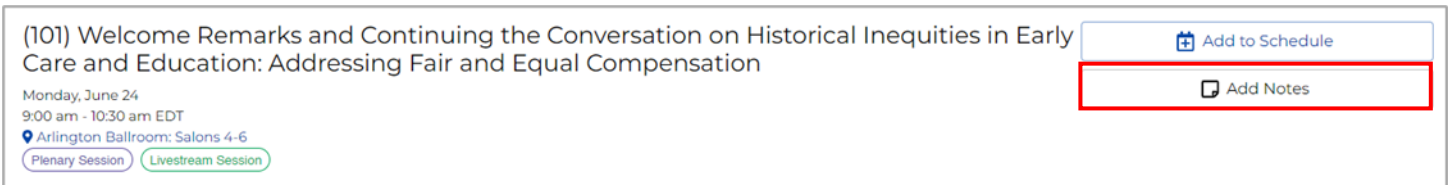
(101) Welcome Remarks and Continuing the Conversation on Historical Inequities in Early Care and Education: Addressing Fair and Equal Compensation

Monday, June 24
9:00 am - 10:30 am EDT
Arlington Ballroom: Salons 4-6
Plenary Session Livestream Session

Add to Schedule
Add Notes

Add Notes

Use the **Add Notes** feature to take notes that will be saved in the App. Find all notes taken within the App by clicking the **profile icon** in the top right corner of the App and choosing **Notes**. You can email your notes to yourself for future reference.



(101) Welcome Remarks and Continuing the Conversation on Historical Inequities in Early Care and Education: Addressing Fair and Equal Compensation

Monday, June 24
9:00 am - 10:30 am EDT
Arlington Ballroom: Salons 4-6
Plenary Session Livestream Session

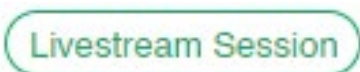
Add to Schedule
Add Notes

Virtual Session Access

Virtual session offerings include nine livestreamed sessions. More information is provided below.

Livestreamed Sessions

As a reminder, view the sessions in agenda which will be livestreamed by clicking filter and choosing "livestream session". You can also add the session to your personal conference schedule by clicking **Add to Schedule**.



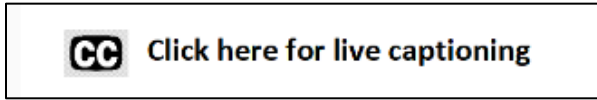
To join a livestreamed session, click the session you wish to attend from the Agenda.

Before the session begins:

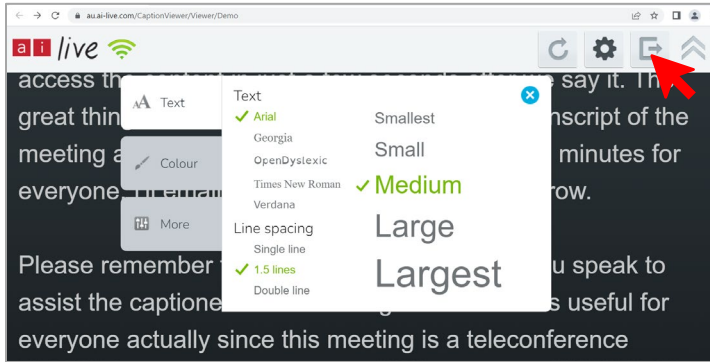
- The video player will state the date and time the session is scheduled to begin.
- All sessions will be recorded and posted on the NRCEC website later in 2024.

To turn on closed captioning:

- Select **“Click here for live captioning”** under the **About** header to open a new window with the closed captioning feed. You can resize and move the captioning window to your preferred positioning.

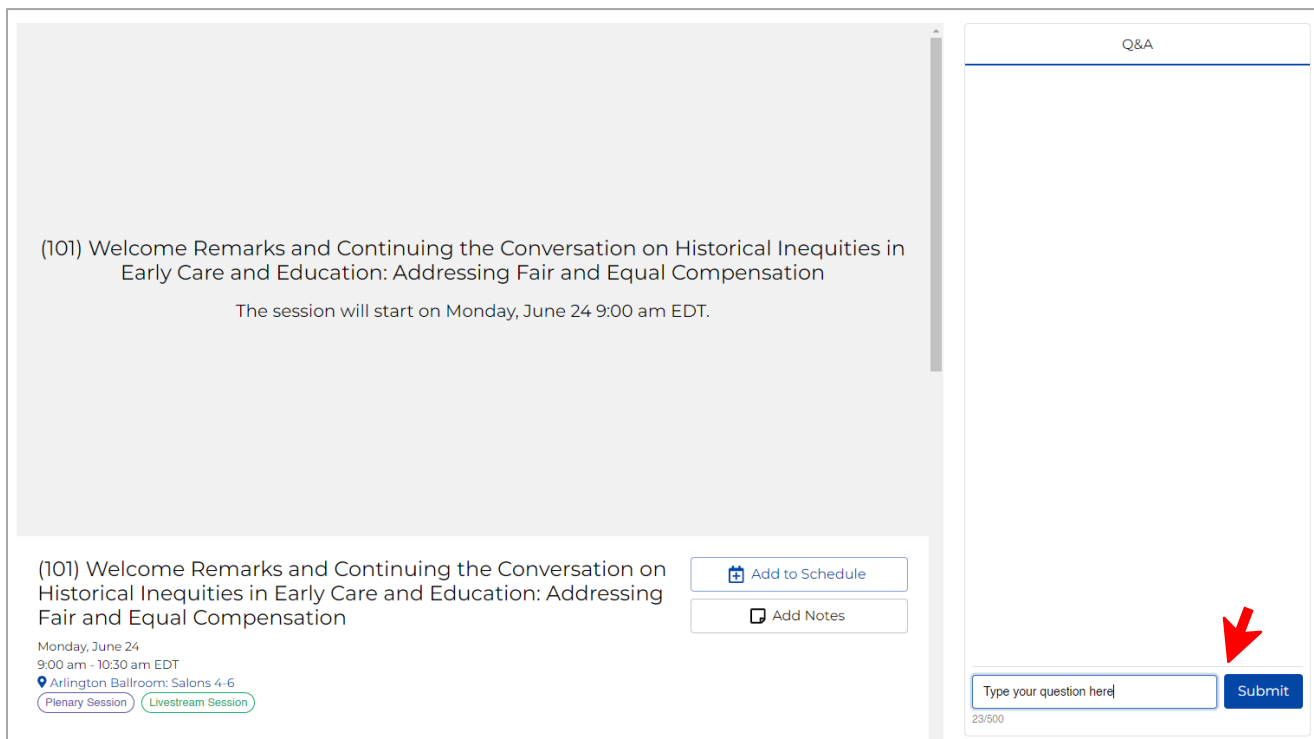


- Click the **settings icon** within the closed captioning window to adjust the font size, style, and more.



When the session begins:

- The video player will automatically stream session content.
- Click **Q&A** to pose a question to the speakers and see questions submitted by other conference attendees. Type questions in the text field at the bottom of the Q&A box and click Submit. Questions are submitted anonymously. Please note that all submitted questions will be reviewed by a session moderator and not all questions may be asked due to time constraints.



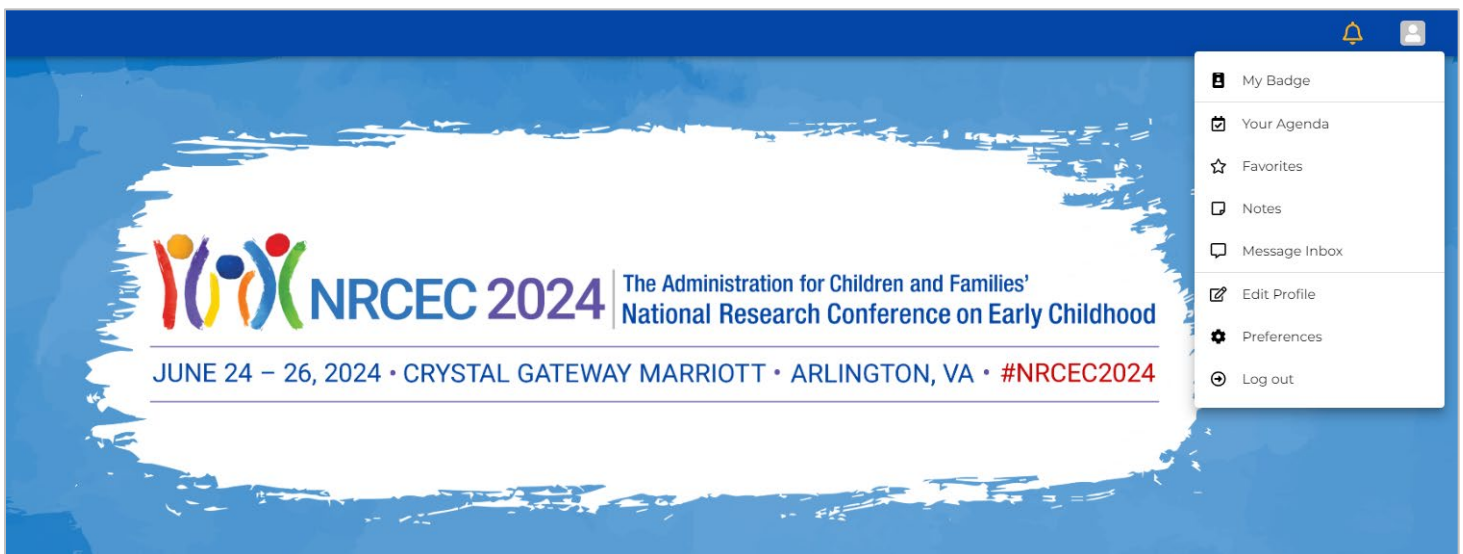
Profile and Preferences

To edit your profile and preferences, click the **profile icon** in the top right corner of the App.



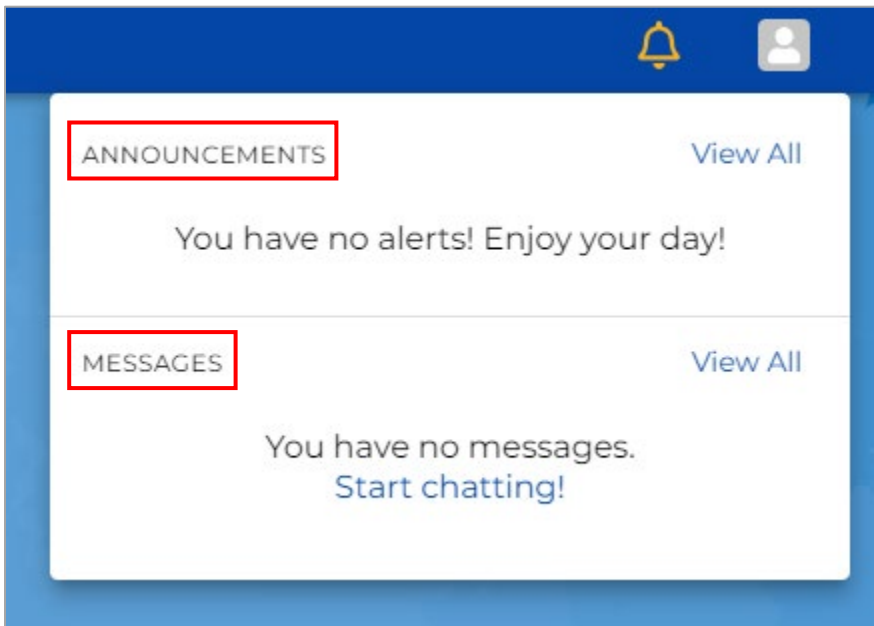
The following features are available from the drop-down menu:

- **My Badge** - *This section is not relevant for NRCEC 2024.*
- **Your Agenda** - List of sessions you have saved to your personal conference schedule and meetings with other attendees or speakers (also accessible from **My Schedule** in the left-side menu).
- **Favorites** - *This section is not relevant for NRCEC 2024.*
- **Notes** - All notes taken within the App (e.g., using the **Add Notes** feature from a conference session or individual poster page).
- **Message Inbox** - Private messages with another conference attendee or speaker.
- **Edit Profile** - Add or change your profile photo, first or last name, job title, company, about, website, social media, and other contact information. **As a reminder:** Your attendee profile is visible by default, and includes your name, job title, and organization provided during registration. If you would like to make your profile hidden, please email NRCEC@air.org with the subject line "**NRCEC Profile Assistance**" or visit the NRCEC Registration and Information desk onsite.
- **Preferences** - By default, your conference preferences are set to ensure you receive important conference-related announcements and alerts, and your time zone is automatically detected. We encourage you to maintain these settings to optimize your conference experience.
- **Logout** - Leave the App (your email and password will be required to login again).



Announcements and Messages

Find previously shared conference announcements by clicking the **bell icon** in the top right corner of the App (also accessible via **Announcements** in the left-side menu). You also can view all **Messages** from this menu.

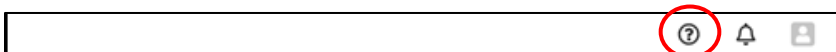


Technical Support

Technical support is available throughout the conference.

June 24-25 from 8:15 a.m. - 4:15 p.m. ET; June 26 from 9:15 a.m. - 3:15 p.m. ET

Technical support will be provided directly in the App via chat with the App's support team. To start chatting, click the **question mark icon** in the top right corner of the App. Allow a minute or two for technical support to respond to your inquiry.



During all other times email questions to NRCEC@air.org or visit the NRCEC Registration and Information desk onsite.