

BEYOND LIMITS REIMAGINE. RETHINK. REINVENT TEACHING AND LEARNING

GUIDELINES FOR ATTENDEES

YOUR STEP-BY-STEP GUIDE TO THE 3D EVENT ENVIRONMENT

Warm greetings from **EduVerse!**

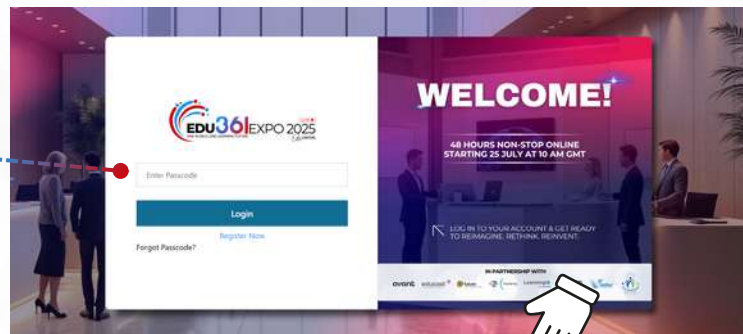
We're thrilled to welcome you to **EDU361 Expo 2025!** To ensure a smooth and impactful experience, we've prepared comprehensive guidelines. These materials will support your presence and help maximize attendee engagement with your content. **IMPORTANT:** This platform works best on Google Chrome browser on a laptop or computer.

LOGIN GUIDE



Confirmation Email

Step 1: Check your email for your access passcode.



Step 2: Click the [LOGIN LINK](#) in the email → enter your passcode → click Login.

After logging in, you will be "walking" to the Expo building and to the **360 3D lobby**. Don't forget to move your mouse around to explore this 3D lobby. In this lobby, you'll see several clickable hotspots, including:

- **Info Desk:** View agenda, event info, and attendee guidelines
- **Game Center:** Join fun missions, collect points, and win prizes
- **PhotoBooth:** Take virtual photos with event backdrops and share on social media
- **Pro.Ed & EduVerse Booths:** Learn more about the organizers and their initiatives

Gamification Feature:

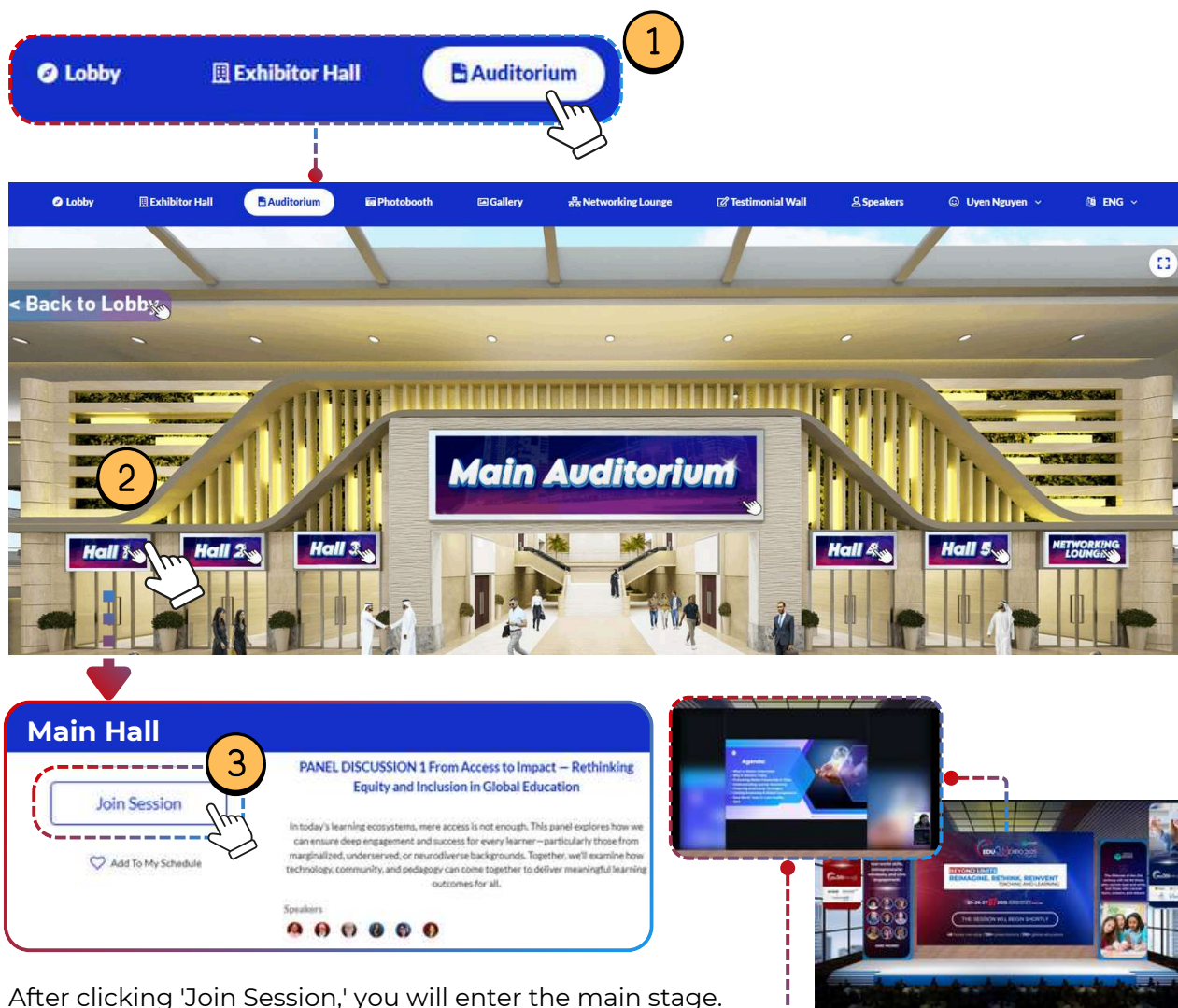
The more you explore, the more you win! Head to the Game Center booth in the Lobby for missions, points, and prizes.



HOW TO JOIN THE SESSIONS

To join a session:

1. Click the **Auditorium** tab on the navigation bar.
2. Click the **hall** (Hall 1, 2, 3, etc.) that corresponds to the session you wish to join.
(Check the [Agenda](#) for details on all sessions, including the Hall numbers).
3. Locate the session details and click '**Join Session**.' A new tab for the session will appear.



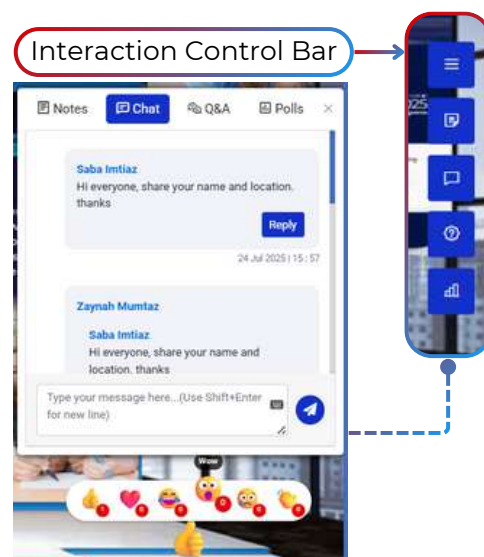
After clicking 'Join Session,' you will enter the main stage.

- **If the live session hasn't started yet**, you will see the screen with the text "The session will begin shortly". Please wait until the session begin.
- **If the live session has started**, you will see the speaker's presentation on the main screen.

TO INTERACT WITH THE SPEAKERS:

- On the right hand side is the **Interaction Control Bar**, including Chat, Q&A, Polls, and Notes where you can take notes of the session.
- **To react with icons**, hover your cursor over the thumbs-up icon. You will then find various reaction options.

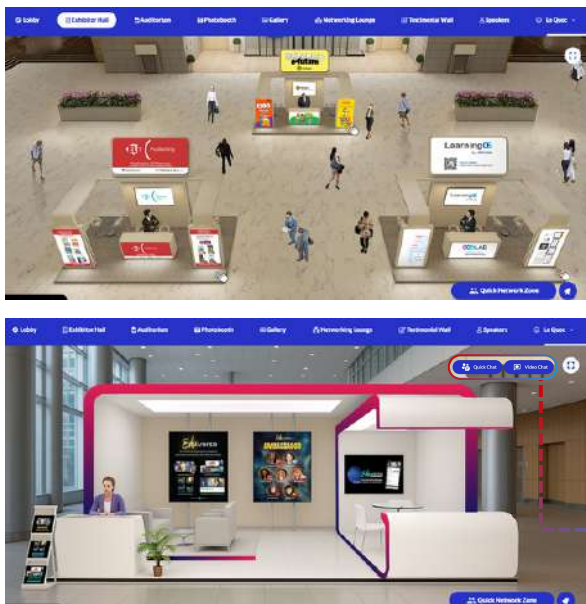
When the session ends, go back to the auditorium to enjoy other sessions and explore the platform.



SESSION FLOW

- 1 Introduction:** The host introduces the presenters or panelists.
- 2 Presentation:** The presenter will start their presentation.
- 3 Q&A:** The presenter will answer your questions. You can put up your questions in the Q&A box or chatbox.
- 4 Ending:** The host says thank you and ends the session.

HOW TO VISIT BOOTHS



There are booths in the 360 3D Lobby and in the Exhibitor Hall. To visit a booth:

- 1.** From the navigation bar, select the Exhibitor tab. Then, **choose a specific booth** you wish to visit and click on it to 'walk' inside.
- 2.** Walk inside. Click on their contents (banners, standees, or TV) to explore them.
- 3.** You can chat and connect with the booth representatives or meet them directly via the video chat function.



TO SCHEDULE A MEETING WITH THE SPONSORS:

If you wish to receive information, sample products, or book a demo, please schedule a meeting with them. You have two ways to connect with booth representatives for a video chat:

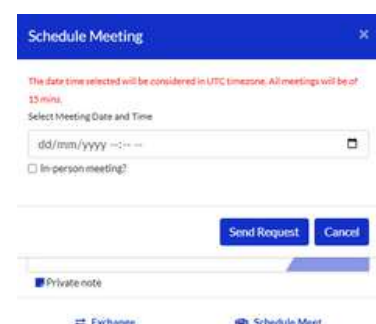
1. Leave a direct message: You can send a message to a representative to schedule a meeting with them personally.

2. Actively schedule a meeting:

- Click the "Quick Chat" button.
- Choose the specific booth representative you want to connect with.
- Click "View Business Card."
- Click "Schedule Meet."
- Input your desired time and date for the meeting.
- Send the request.



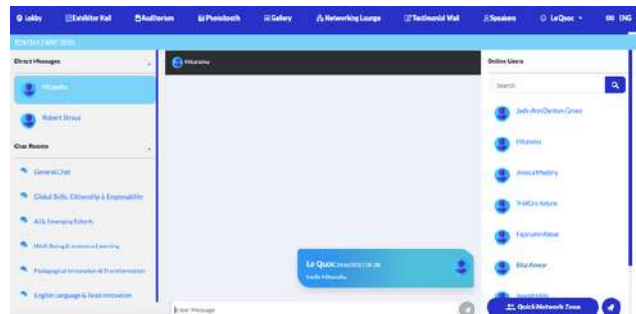
Schedule Meet



NETWORKING

One of the greatest advantages of attending a conference is networking, and our platform makes it easy to build your professional network right from home. Here's how to get started:

1. Go to the Networking Lounge from the navigation bar.
2. Click on the chat room you want to join.
3. Click on online users in the right-hand side panel to start networking.



HOW TO JOIN 1:1 TALKS

If you're facing challenges and seeking expert advice, here's your chance to speak directly with our expert speakers! These exclusive 1:1 sessions offer personalized guidance on your educational journey.

*Please note: **Time and seats are limited for these valuable sessions.** Each attendee will have approximately 10 minutes with an expert.*



HOW TO JOIN A 1:1 SESSION:

1. Check the AGENDA: Refer to the [Agenda](#) for the specific start times of these four precious sessions.

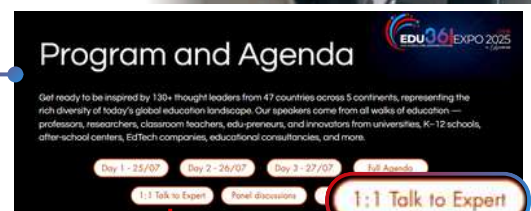
2. Navigate to the Networking Lounge: Go to the Networking Lounge from the main navigation.

3. Enter the 1:1 Talk with Experts Area: Click on "1:1 TALK WITH EXPERTS."

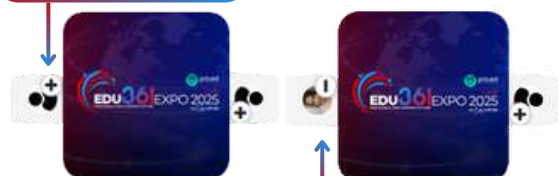
4. Select a Meeting Room: Click on "Meeting Room."

5. Join the Video Talk: You'll see a table with two seats. Click the Plus (+) button to join the video talk with an expert. *(The expert's profile picture will appear once they have joined the talk.)*

During these 1:1 talks, you'll have a direct video chat with an expert, allowing you to ask questions about any problems you might be encountering in your educational journey and receive valuable insights.



The plus button



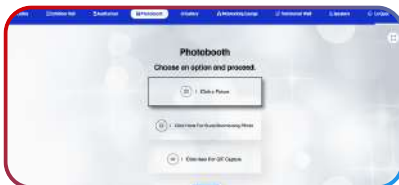
This seat has been taken.

FUN, GAMES, AND PRIZES

Don't forget to take part in our fun games and activities throughout this 48-hour expo. Here's are something fun you can do.

PHOTOBOOTH

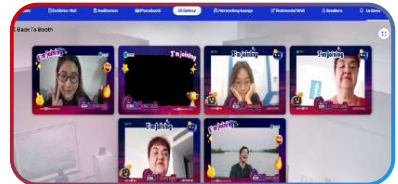
To help you save your best memories at the expo.
Go to the Photobooth from the lobby, (or from the Navigation bar.



Select the type of photo you'd like (single photo, boomerang, or GIF)



Choose a template and take photos.



Save your photo to the Gallery, or choose to retake it.

SCAVENGER HUNT

While you're on the platform, **keep an eye out for special icons to collect**. These will not only inspire you but also help you earn points. The more icons you gather, the more points you'll accumulate, leading to even greater inspiration!

Go to Game Center Booth for more information.



GAMIFICATION

Every activity and action you participate in during the event will earn you points. Collect as many points as possible for a chance to win exciting prizes at the conclusion of the event.



Check the Leaderboard regularly at the Game Center or Networking Lounge. Don't miss the chance to win incredible prizes at the end of the event.

SEE THE POINT SYSTEM
ON THE NEXT PAGE.



HERE'S THE LIST OF MISSIONS WHERE YOU CAN GAIN POINTS.

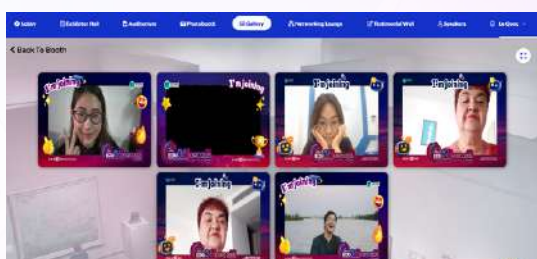


📍 BOOTH AND AREA VISITS: Earn points by navigating to exhibitor booths and different sections of the event.

- ★ Visit the expo hall 🌟 1000
- ★ For each time visit a booth (in the lobby or in the expo hall) 🌟 200
- ★ Visit the networking space 🌟 500
- ★ For every image viewed in booths or virtual spaces. 🌟 50
- ★ For watching embedded videos 🌟 100
- ★ For opening and viewing brochures or documents 🌟 100
- ★ For each time a link is clicked 🌟 100

- ★ For every minute spent in a main auditorium session. 🌟 45
- ★ For every minute spent in 5 halls (hall 1,2,3,4,5) 🌟 15
- ★ Engage in 1:1 Talk with expert session 🌟 500
- ★ Engage in chatrooms (Networking Lounge) by sending messages. 🌟 50
- ★ For every question submitted to the Q&A during sessions 🌟 200
- ★ For every message sent in the session chat box. 🌟 20

🎤 SESSION ATTENDANCE: Dive into our live video sessions and webinars! The more time you spend watching, the more points you'll rack up. It's an exciting way to learn and earn!



- ★ For each photo taken at the photobooth. 🌟 100
- ★ For each written testimonial 🌟 100
- ★ For each time exchange the business card 🌟 100
- ★ For each icon found in the platform (Scavenger hunt) 🌟 50

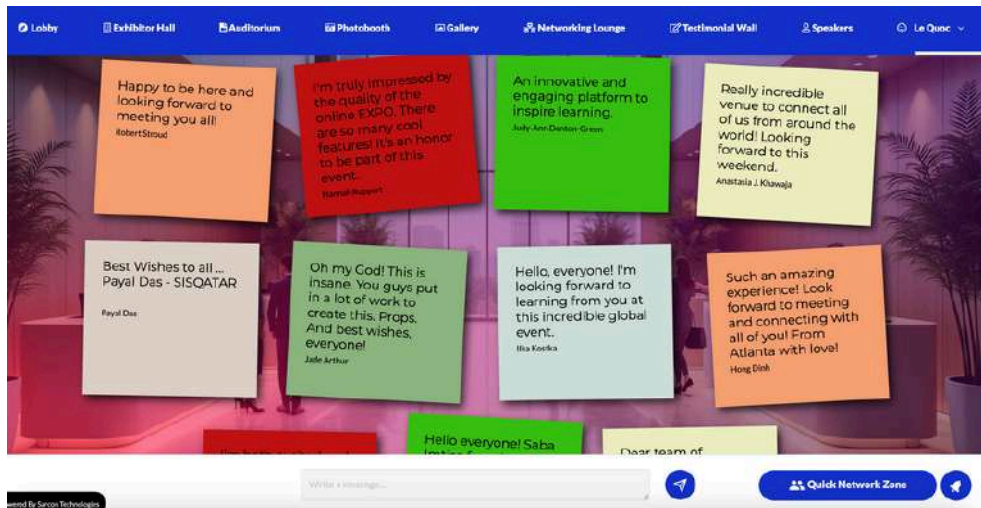
TESTIMONIAL WALL

We invite you to share your memories, emotions, and experiences on our testimonial wall. The more you contribute, the richer the experience becomes for everyone involved.

This wall symbolizes the connections we forge and the stories we tell. Whether you leave a note of gratitude, a cherished memory, or a hopeful wish for the future, your input will enhance the tapestry of voices that make this event truly remarkable.

TO POST A TESTIMONIAL:

1. Click Testimonial Wall in the Navigation bar.
2. Write your message
3. Click Send. It will pop up on the wall right away.



WHAT YOU'RE BRINGING HOME



YOUR EVENT BAG

You will have access to a designated area called the e-conference bag, where you can keep everything you gather during the event, such as flyers, photos, session notes, and business cards. Make sure to download all of these items to your computer. Important: You must complete the download before the event concludes, as they will not be saved afterward.

TO ACCESS YOUR E-CONFERENCE BAG:

1. Click on your name in the Navigation bar
2. Choose My Event Bag



Event Bag



My Chat Summary



My Content View History



Session Notes



My Business Card Collection



YOUR E-CERTIFICATE

Your **complimentary certificate of participation** will be dispatched to you after the event concludes, within one week. You will receive instructions on how to download it yourself.



RECORDINGS

Session recordings will be accessible to all registered attendees one week following the event. You will receive an email notification with details on how to access these videos.



EDU361 Expo 2025 isn't just another virtual event, it's a space where ideas ignite, connections cross continents, and learning feels alive. As you explore the sessions, meet educators from around the world, and engage in bold conversations, we hope you'll leave with:

New perspectives on the future of education

Practical tools and strategies to apply in your own context

A stronger sense of global belonging and shared purpose

So bring your curiosity, your questions, and your voice. You are part of something big, and it wouldn't be the same without you.

🌟 **We can't wait to see you at the Expo!**

