GETTING THE MOST OUT OF TLC

This brief FAQ will help you get the most out of TLC by understanding Whova, the conference platform, and all the session and engagement options. Enjoy!

Explain the Whova platform. Do I need to create an account?

We encourage you to create a Whova account and explore the platform! You can access Whova through a web app and/or a mobile app. There are benefits for each type of application (web or mobile). For those new(er) to Whova, review the Whova Attendee User Guide to familiarize yourself with the different ways to engage during TLC.

What are the differences between synchronous and asynchronous presentations?

TLC offers both live (synchronous) and pre-recorded (asynchronous) sessions. All panel track discussions will occur live. However, individual sessions might be live or pre-recorded.

- Synchronous presentations are scheduled between 9 am and 2 pm PT and are delivered live via Zoom. You can find the link to each synchronous presentation in two ways:

    o If you've used the TLC website/Whova app to create calendar reminders for sessions you want to attend, you'll see the link in the **Location** field of that reminder. Just copy and paste it into your browser to join.

    o You can access a presentation by clicking the **Join Stream** link in the session description either from the TLC website or the Whova app.

- Asynchronous presentations are pre-recorded. All asynchronous presentations appear on the agenda at 8 am PT. If an asynchronous presentation is associated with a panel track, it will appear on the agenda the same day as that panel track's live (synchronous) panel discussion is scheduled. Regardless of where it appears on the agenda, you can access all asynchronous presentations at your leisure!

How do the panel tracks work? Do I have to attend all the related sessions?

Each panel track consists of synchronous or asynchronous presentations and a live, chair-moderated panel discussion. All individual presenters come together to discuss the intersections of their work.

- To ensure attendees – who have active and varied work schedules and live across the country – can enjoy as many sessions as possible, TLC's panel tracks are deconstructed. This means panel tracks do not occur in one big block of time. Instead, you can enjoy an individual panel track presentation; hop around to other conference sessions and return later for the full panel discussion if you wish.

- Each panel track is coded in Whova, so you can filter for panel tracks that interest you and see when individual presentations and the panel discussion occur without scrolling through the entire agenda.

What's the best way to see what is happening when?

You can view the agenda and plan your schedule in a couple of different ways. The [Whova Attendee User Guide](#) highlights how to do so through the mobile app or the web app. The toolbar will be your friend! See below for using Whova to build your agenda.

Do I have to set up an attendee profile? How do I find and set up my desired schedule?

You can set up a profile if you've opted to use the Whova app. From the app:

- Locate the **Agenda** tab on the side of the screen. You will see a list of sessions for each day of the conference. Move through different days by selecting the date you want to view on the calendar at the top of the agenda.
- Browse or search for sessions on the top bar.
- Once you find the session you want to access, tap on it.
- If the session hasn't occurred yet, you can click **Add to My Agenda** to put the session on your agenda.
- Live sessions will begin playing immediately upon entering. Otherwise, a message will indicate the scheduled start time.

Besides attending presentations, what other opportunities does TLC offer? Where do I find those?

On Whova, you can meet attendees, participate in virtual polls created by presenters and conference admins, engage in discussion forums, and start or join a virtual meetup. Using the Whova platform:

- Find attendees
  - Under the **Main Navigation** tab, click the **Attendees** tab on the left side of the screen.
  - At the top of the page, search attendees by keywords such as company name or title.
  - To start a conversation, click **Send Message** to begin a chat.

- Join or start a discussion on the community board
  - Click the **Community** tab (on the bottom of the screen and the left-hand side on the desktop)
  - Create a new conversation topic or tap the topic to join existing topics like **Meetups**.
  - Click **Follow** directly next to the topics on the **Community Board** that you want to stay up to date with. To find the topics you're following, choose between three tabs near the top of the page: **All Topics, Followed**, and **New Topics**.

- Start or join a virtual meetup
  - Go to the **Community Board** and find the board for **Meetups** and **Virtual Meets**.
  - Find the meetup you are interested in, join directly, or click into it to see more details, and then click **RSVP**.
  - When the meetup starts, click **Join meeting room** to start chatting!

Do I have to register for each section? If I register and can't attend, do I need to unregister?

No! Once you register for TLC through the Whova site, you are in! If you are unable to attend, you do not need to unregister. We encourage you to view session recordings when you are able.

Where can I find the recordings of the live sessions (to review later)?

You can access live session recordings on our CETL YouTube Channel. All live session recordings will be uploaded to the channel within a few weeks after the conference's conclusion.

Can I invite colleagues to attend? Outside people? Is there a cost?

There is no cost. Your friends and colleagues outside of UAGC are welcome to attend. Registration is free for all attendees.

If I am interested in contributing to future TLCs, how can I get involved?

TLC would be excited to work with you! Email TLC@uagc.edu to learn more about contributing to conference planning and proposal review in the future.