



We are so excited for you all to be joining us for the 30th Annual Women in Business Conference. As a team, we have been putting in a lot of work to give you all a phenomenal experience, and **to truly make this event a success, we need your help too!**

Below are a few ground rules, reminders, and a FAQ section to ensure we are all ready to go.

Ground Rules:

1. **Be respectful** to everyone, speakers and attendees alike!
2. **Bring your whole self**—actively contribute, listen, and reflect as we all learn from one another
3. **Share the airtime** as we have a limited time together to engage with one another during the group networking breakout sessions.

In this event, we are hoping to engage in honest and open conversations, and to encourage this environment, we are **asking all participants to not record the sessions—whether audio or video**. Photos, however, are permitted. Don't forget to tag us at @hbswomen, #InspireToRebuild2021

We strongly recommend logging into the platform about 10 minutes before the start of the event to set up your profile in the virtual platform and familiarize yourself with its features.

Frequently Asked Questions:

1. **Where do I log in for the event?**
 - Check your email on the morning of the conference for your personalized link for entry into the virtual platform!
2. **I'm curious about the event schedule and sessions. Where can I find an agenda? Who's speaking at the event and when?**
 - A virtual schedule of events is integrated within the virtual platform during the conference. Before showtime, however, please feel free to go to the Women's Student Association website for a complete agenda with descriptions for each session at the link [here](#). Biographies of our keynote speakers and panelists can be found [here](#) and [here](#).
3. **I know the event is virtual, but is there a dress code?**
 - No specific dress code. Feel free to come dressed in comfortable, casual clothing for you to enjoy the event! Remember though, we will have networking sessions where the platform will require you to turn on audio and video.
4. **Where can I ask a question of the speakers during the sessions?**
 - Great question! (no pun intended)...Please go to the Slido tab on the right-hand side of your screen, find and click on the relevant session, and submit your question in the entry box.
5. **I'm having technical difficulties. Where do I go for help?**
 - Technical support can be contacted via the Intercom callout button on the bottom left-hand side of your screen while on the virtual platform.

For all other questions, please feel free to contact us at wsahbsconfer@gmail.com.