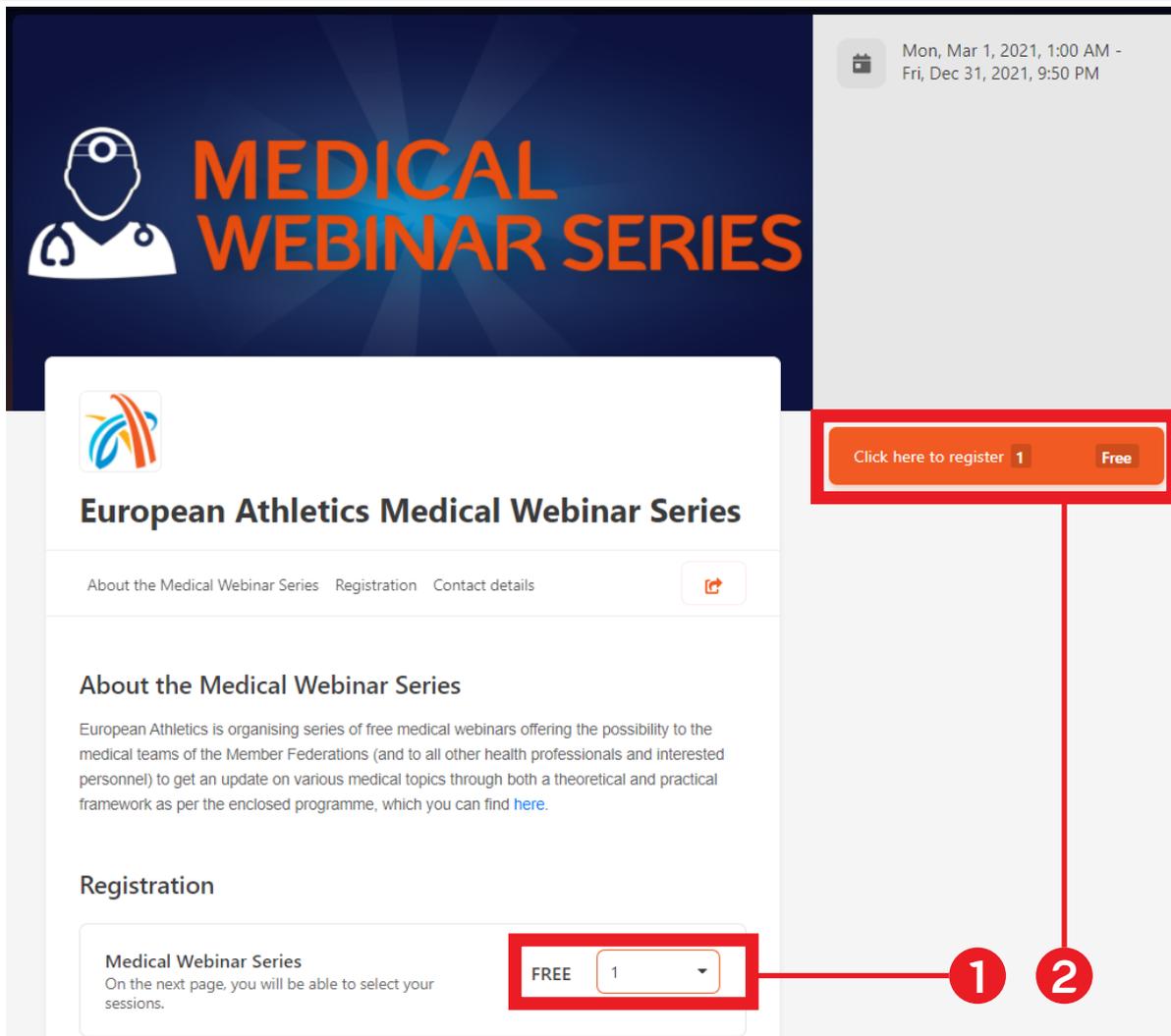


Online Events Platform User Guide



The screenshot shows the registration page for the 'European Athletics Medical Webinar Series'. At the top right, the event dates are listed: 'Mon, Mar 1, 2021, 1:00 AM - Fri, Dec 31, 2021, 9:50 PM'. The main heading is 'MEDICAL WEBINAR SERIES' with a stethoscope icon. Below this, the page title is 'European Athletics Medical Webinar Series'. There are links for 'About the Medical Webinar Series', 'Registration', and 'Contact details'. The 'About' section describes the series as free medical webinars. The 'Registration' section includes a dropdown menu with 'FREE' and '1' selected. A red box highlights the 'Click here to register' button, which also says 'Free'. Red circles with numbers '1' and '2' are placed below the dropdown and the registration button respectively, with lines pointing to them.

To register yourself, please click on the below link:
<https://registration.socio.events/e/medicalwebinarseries>

Once on the registration page as above, please select "1" (1.) and then click on the orange box "Click here to register" as highlighted here above in red (2.).

After this step, please enter your personal information, choose the sessions you wish to attend and click on the orange box "Place order" on the right. At the end of the registration process, you will be able to click on the orange button "JOIN THE EVENT PLATFORM NOW" to access the platform of the event.

Remember you need to register yourself only once, then you can register yourself to any sessions directly inside of the platform in the "Agenda MWS" tab and by clicking on the "+" sign on the correct session at the correct date (you can find the programme in the "Home" tab inside the platform).

Welcome

Email*

CONTINUE

CONTINUE WITH FACEBOOK

CONTINUE WITH LINKEDIN

CONTINUE WITH GOOGLE

CONTINUE WITH APPLE

After registering yourself, you can join the platform by clicking on the below link:
<https://app.socio.events/OTQ3Mw/auth>



Use the same email address with which you registered yourself in the registration form.

The first time you go to the platform, you will have to log in with the same email you used in the registration form. You will then be invited to create a password for your account.

Once inside of the platform, please take note that you will appear in the tab gathering the list of participants highlighted below (1.). To update your profile and choose which information you would like to display for other fellow attendees, please click on your profile button highlighted below and then on "Me" (2. and 3.)

European Athletics MWS

Search

Home

Agenda MWS

News

Resources

Participants

Mobile App

EA Website

Home

Connections

Messages

Powered by SOCIO

Home

MEDICAL WEBINAR SERIES

Welcome to the new Live Events Platform of European Athletics!

Please note that you can register at any sessions at any time, by going in the "Agenda MWS" tab in the menu on the left bar, by going to the correct date and by clicking on the "+" icon next to the correct session name.

You can find below the programme of this event:

1 April 2020	14:00 - 15:00
Heat, health and athletics	Prof. Karsten Hollander (GER)

Me

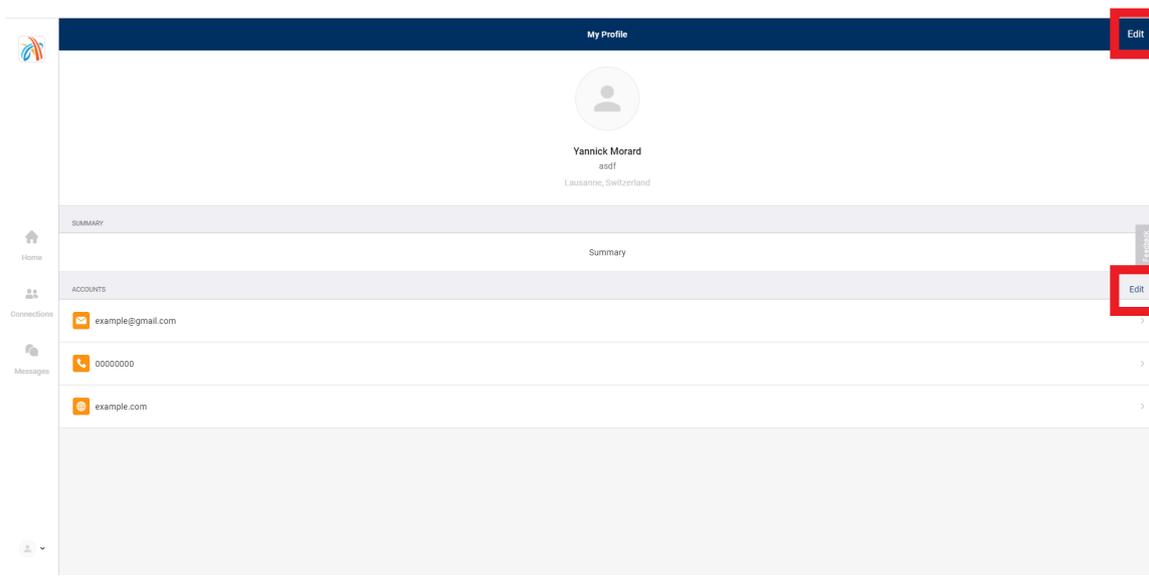
Accessibility Adjustments

Language

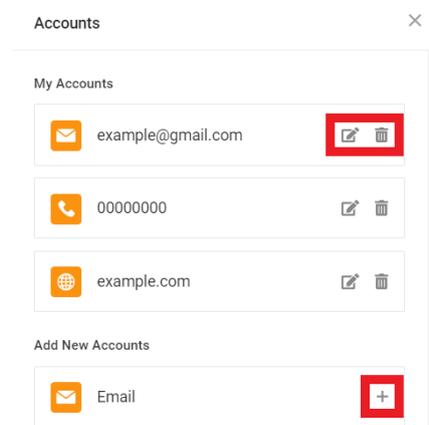
Legal

Log Out

In the “Me” menu, you can add a profile picture and change any information you would like to display (social medias, website, position, personal information) by using the “Edit” buttons highlighted in red below. **Please note that any information you choose to display in your profile will be accessible by other attendees who you added as “Connections”.**



You can then modify or delete any information by clicking on the “waste bin” icon or you can add personal information by clicking on the “+” icon, as highlighted below. **Your profile will remain identical for any European Athletics online event you will register yourself to.**

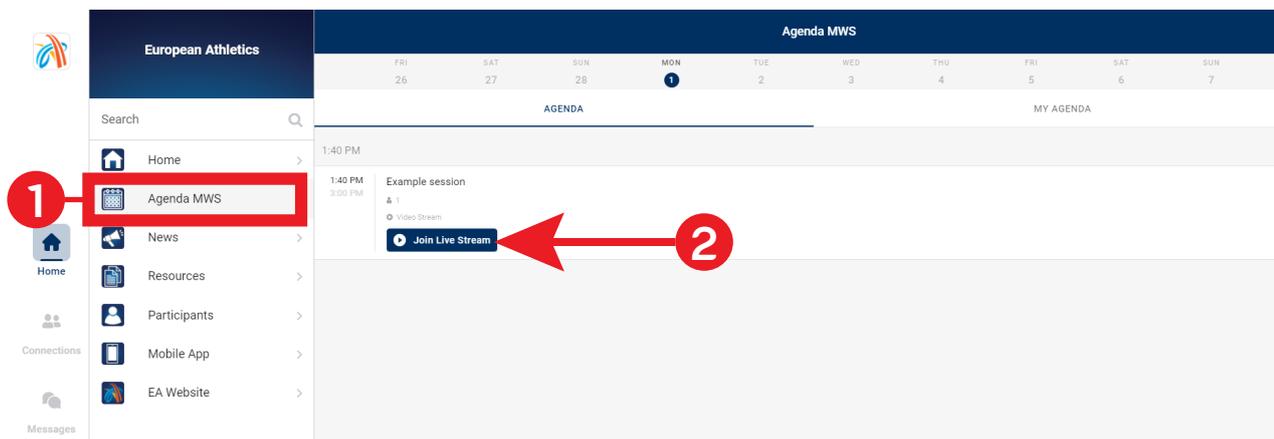


Once you access the platform, here are 3 first menus on your left:

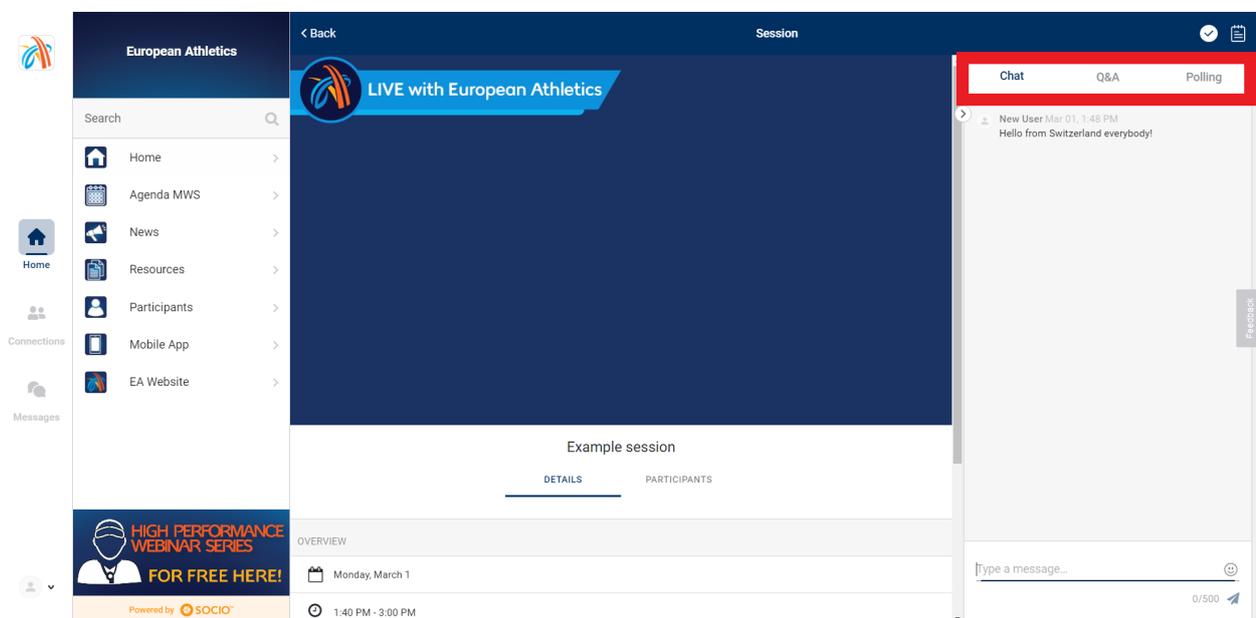
1. “Home”: Access content and the platform’s tabs
2. “Connections”: Lists all participants you have connected to
3. “Messages”: Have conversations with other participants



To access the online events, use the tab “Agenda MWS” (1.), click on the correct date and then on “Join Live Stream” (2.) of the correct webinar, as shown below. Please note that the “Join Live Stream” will appear only 15 minutes before the starting of the webinar and will disappear when the webinar ends.



Once the webinar starts, you can freely use the “Chat” with other participants, ask your questions through the “Q&A” tab and participate to the “Polling” if any.



If you encounter any difficulty with the platform, please go through the below link and ask your question to the support team from our service provider “Socio”, by clicking on the small widget similar to the one below at the bottom right of the screen.



<https://help.ea.socio.events/en/>

And here is the description of the other tabs:

1. "Home": Access to the programme of the event
2. "Agenda MWS": Access to the general agenda of the event, from which you can register to any session which will then be added to "My Agenda"
3. "News": News shared by the organizers (reminders, planning changes, etc.), there is a red signal when a new information comes out (see below)
4. "Resources": Access to any material (PDFs) from past webinars
5. "Participants": List of participants registered in the platform and possibility to use the "+Add" button to connect with these
6. "Mobile App": Shows you where to get the mobile app of the event
7. "EA Website": Gives you access to the European Athletics Website

The screenshot displays the 'European Athletics MWS' website. On the left, a navigation menu is shown with items: Home (1), Agenda MWS (2), News (3), Resources (4), Participants (5), Mobile App (6), and EA Website (7). The main content area features a 'MEDICAL WEBINAR SERIES' banner with a stethoscope icon. Below the banner, a welcome message reads: 'Welcome to the new Live Events Platform of European Athletics! Please note that you can register at any sessions at any time, by going in the "Agenda MWS" tab in the menu on the left bar, by going to the correct date and by clicking on the "+" icon next to the correct session name. You can find below the programme of this event:'. A table lists an event for '1 April 2020' from '14:00 - 15:00' titled 'Heat, health and athletics' by 'Prof. Karsten Hollander (GER)'. A 'HIGH PERFORMANCE WEBINAR SERIES FOR FREE HERE!' banner is at the bottom left, and 'Powered by SOCIO' is at the bottom right.

If you have any questions, please feel free to reach out to:

medical@european-athletics.org