



General Instructions for Attendees at PVinMotion Conference 2023

The PVinMotion Conference in 's-Hertogenbosch (Netherlands) is getting closer! In order to make your participation as easy as possible, we would like to give you a few guidelines. For the online part of the PVinMotion Conference 2023, we are using an online platform called Hopin. The platform provides access to the online streaming of the presentations as well as the space for networking.

Technical requirements

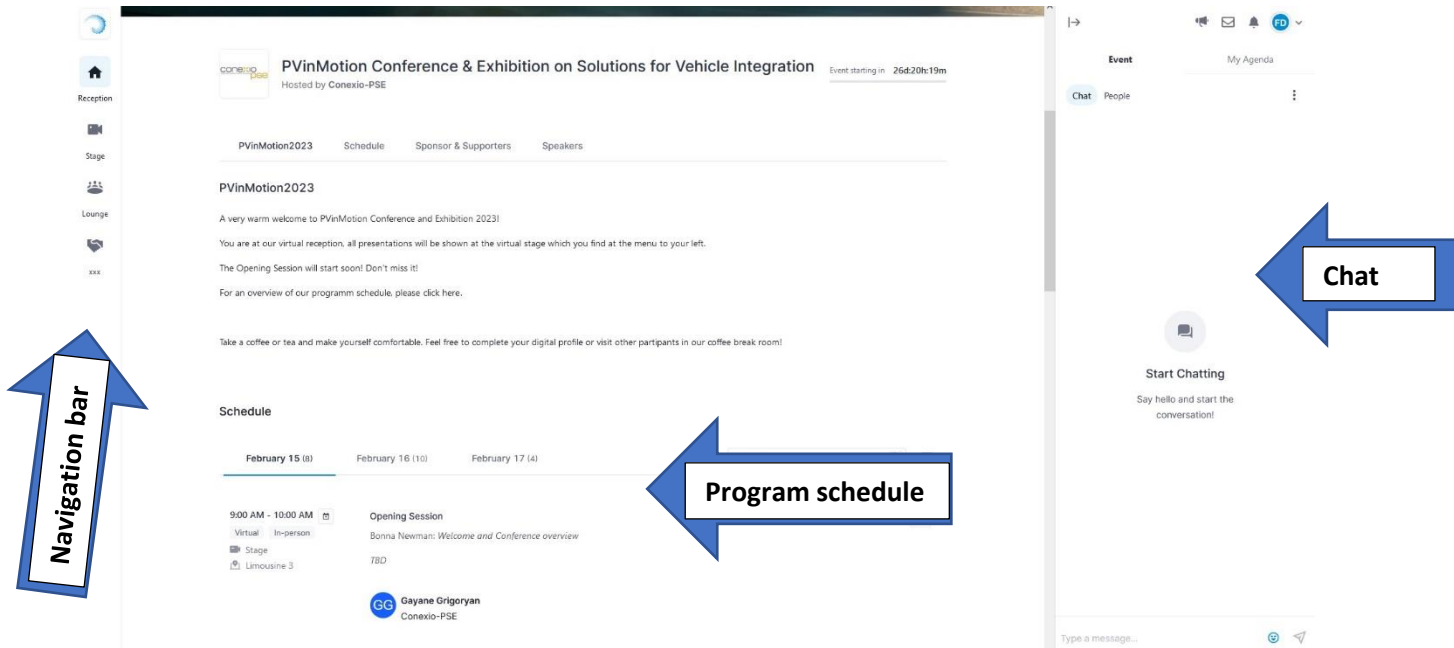
- **We recommend** using the latest version of **Google Chrome** for the platform; other browsers or versions may not work properly.
- Make sure that your **WiFi** signal is sufficiently strong, or even better, connect your computer to the network by cable.
- Connect your device to a **power supply** to be on the safe side.

How to Join the Conference Sessions: Step-by-Step

1. On February 13, you will receive your **link** to the virtual conference platform. Please click the link and create your account to be able to access. After that, you are able to access the platform. (If you cannot find this email, please check your spam folder. The emails come from sender Conexio-PSE.)
2. Once you have joined our virtual conference, you are at the reception page (Fig. 1). Here you find the welcome message, the program schedule and two different chat opportunities at the right and the navigation bar to your left.



Fig. 1 Reception at Hopin (Overview)



The Features of Hopin

Navigation Bar



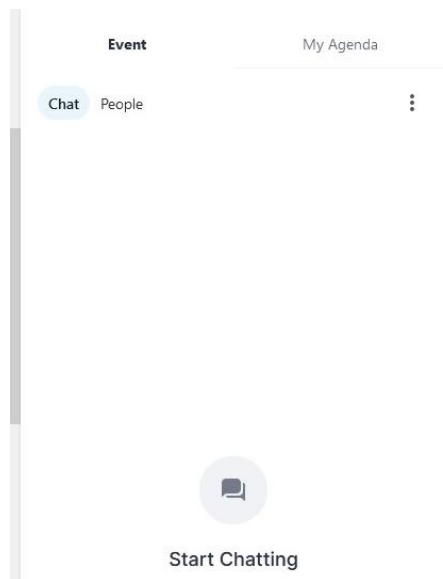
■ To your left you will see the navigation bar with reception, stage and lounge. All sessions will be streamed at the stage, which can be accessed by simply clicking on it.

There will be a Coffee Break Room at the Lounge to share your ideas with the co-minders. The room will be open throughout the conference.

We also arranged the Help Desk in the Lounge. It will be open at scheduled times.



Chat Features - Reception



To your right, you can see a space for chat messages. There is an event chat, which is used by the organizers for general announcements and for general questions by the participants. For starting a private conversation with other attendees please click on the name in the attendees list (all attendees are listed under **people**)

By clicking on **My Agenda** you will see your personalized schedule. You can create your **schedule** by clicking on the icon in the upper right corner of your session details.

Chat Features - Stage



At the stage you find the event chat and Q&A chat. The Q&A chat is intended for questions after presentations and allows you to upvote interesting questions asked by other attendees. All the questions will be forwarded to the Session Chairs and discussed after the corresponding presentation.

If you have any questions regarding Hopin, send an email to info@pvinmotion-conference.com

Kind regards,

PVinMotion2023 Organizing