

Attendee User Guide



Exhibit Hall

Visit exhibitor booths & add items to your virtual swag bag!

Auditorium

Enter the auditorium to find up to 200 on-demand sessions.

Theater

The theater will house LIVE webinar sessions. Click to see what's coming up!

Lounge

The lounge will house LIVE topic roundtables and panel discussions.

Info Desk

Have questions or need help during a live event? Go here!

Leaderboard

Complete various activities to earn points.

Scavenger Hunt

Be on the lookout for these icons!

Lobby

This is the main navigation area.



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Earning Renewal Credits

- All sessions offered in the One Stop Workshop qualify for renewal credits per *Option 10* on SCDE's <u>Renewal Credit Matrix</u>.
- After attending a session, a certificate of completion will auto-generate in your account. These certificates fulfill part 1 of the documentation requirements.
- Educators must also provide documentation containing the dates, times, and synopsis of each session attended. You can use this spreadsheet as a template.
- When you are ready to submit your documentation, simply print and sign the spreadsheet and submit along with certificates to your building level administrator or appropriate district personnel.



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Attending Live Sessions

- Most live sessions will be hosted in the Theater. If there is a panel discussion or topic roundtable, those will take place in the Lounge.
- For upcoming sessions, you will see a countdown. Once the countdown is over, the session begins, you will be able to join.
- Make sure that you give your browser permission to access your camera and microphone.
- Live sessions use Zoom, but it is embedded in the platform, so it may look different from your regular Zoom app, and some features are limited.
- Should you need technical support, you can always contact vFairs support or email us at VTL@artsgrowsc.org