Important Information
Please read this ENTIRELY
To Maximize Your Conference Experience

VARSITY UNIVERSITY

REGISTRATION:

• Once you register for the conference, you'll get a confirmation email from Varsity Registration.

• You can access your invoice and make an online payment on your www.myVarsity.com account.

• Once you make your payment in full for the conference, you'll be added as an attendee.

• All attendees will receive a welcome email from Karen Lew as well as an email from Camp Connection with with all the information you need to log into the conference, including a link to the conference, your username, and password. Your email from Karen will be sent at approximately 6pm EST on Friday May 15th and the email from Camp Connection will be sent after your payment has been processed and you've been added as an attendee.

• **If you DID NOT receive the email, check your spam folder.** There's a very good chance you received the email, but it's been blocked or filtered. If you didn't receive the email, please email Karen Lew - klew@varsity.com and she will reach out to you on Monday.

BEFORE THE CONFERENCE:

• Download and install Google Chrome if you don't already have it. Google Chrome is the BEST web browser to watch the conference.

• Check your internet speed (test sites can be found on the internet and your internet provider also has them available to you.) If your internet is slow, reset your modem and router and then check your speed again. If you have several wifi networks, choose the fastest one to connect to on the day of the conference.

• Disconnect any unnecessary devices that you are sharing a wifi network with. Gaming, streaming Netflix, etc. will slow down your internet and affect your streaming experience.

LOGGING INTO THE CONFERENCE:

• The conference is hosted on our Camp Connection website. Use the link in the email from Camp Connection to access the page. DO NOT try to google the page or search for it on Camp Connection. Please use the link provided to you in the email.

• Your log-in name is the email you used to register for the conference.

• The password will also be in the email. DO NOT copy & paste the password. Type it in manually. The password is case sensitive.

• If you have any issues logging in, double-check your log-in (email address) and password. If you're still having issues, please email Karen Lew - klew@varsity.com or Kayla Dellinger - kdellinger@varsity.com.

STREAMING THE CONFERENCE:

• Each presentation has a link to its own page where it will be streamed. That page will have 2 video windows. One window will be to watch the presentation. The second window is for your Q&A session. Please note: These are 2 different broadcasts in 2 different windows (with a short break between.) You will not be able to watch the Q&A in the same window that you watch the presentation.

• If you're having trouble with the stream, refresh the page. Often times, that solves your issues. If your streaming issues persist, restart your computer and reset your modem and log back in. Google Chrome is the best browser to watch the conference.

• If you can't hear the conference, click on the video window. By default, your computer might be on mute. Be sure to click on the video first, and then check your computer's volume.

• We will post any technological difficulties on BAND. We'll keep you updated as to what the issue is, and our progress resolving it.

USING BAND:

• Make sure you're a member on our BAND event page "Varsity University VIRTUAL Dance Conference." The link to join is here - https://band.us/@vudance

• All information, including speakers, topics, event information, and updates, will be found there. This is your best resource and it will maximize your conference experience.

• We suggest having the conference stream on your computer and BAND on your phone. Otherwise, it's best to have them open in two different windows so you can see both during the conference.

• Among BAND's many features, we use 2 for the conference: Feed and Chat

• The Feed is where we'll post all important conference information. You can use also use the feed. Feel free to let us know where you coach, throw some school spirit at us, network with other coaches, etc.

• The Chat is where all Q&A's go for our speakers. Each speaker will have his/her own Chat room. You'll see their name and profile picture as well. Feel free to ask your questions for our speakers directly in the their Chat room. We'll monitor those rooms for your questions. We'll take a few questions during the live broadcast and we'll try to answer other questions right in the same Chat room. Please DO NOT post anything else in the Chat room. We want to make sure your questions are seen and answered!

AFTER THE CONFERENCE:

• You'll have access to the conference presentations and Q&A's for one week starting Friday May 22nd. We'll archive all presentations on Monday June 1st at 11:59pm EST.

• You'll receive an email from Karen Lew on Friday May 22nd. The email will contain a link to watch the post-conference videos and a link to a conference survey. Please enjoy your access to the videos and we appreciate your feedback in the survey.