



SVRI Forum 2017

Sexual Violence Research Initiative

18th -21st September 2017

Rio | Brazil

A short guide to Whova: the official app of the SVRI Forum 2017

The Sexual Violence Research Initiative is excited to offer a new app, exclusively for registered attendees, to help you make the most of the [SVRI Forum 2017](#)!

Please read this a short guide carefully, to get the most out of the conference.

How do I get Whova?

Devices currently supported by Whova are primarily smartphones. Download Whova in the [iStore](#) or [Google Play](#). If you are using a Blackberry or Windows phone, you will need to request a web link for our event from support@whova.com

How do I log in to Whova?

Please login to the Whova app with your name and the email that you used to register for SVRI Forum 2017. If you are asked to enter an invitation code to join the event, please use the following invitation code: SVRI2017. The conference will be listed at the top of the home screen under “My Events”.

How do I explore the conference program?

To explore the conference program, click on “Agenda” on the conference front page in Whova. Above the list of conference activities, you can switch between the five days of the conference. Sessions include locations, presentations and presenters

- Indicate to other conference participants that you are attending a specific workshop, science pitch or presentation by ‘joining’ or ‘liking’ the session.
- Create your own agenda in the Whova app: Click on “Add to my agenda” button when you are on the page of a conference activity that you would like to attend. View your personalized agenda by clicking on “My Agenda” on the top of the screen. You can also set up reminders about the activity you added to your own agenda.
- Take notes during the workshop, presentation of science pitch. All your notes are available in the More > My notes menu.
- Write public session comments.

(Please be aware that leaving inappropriate comments will result in their deletion and your ban from the Whova app.)

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How do I set up my profile and virtual Whova business card?

1. Access your profile info by clicking on More > My Profile. Note that your profile information will be visible to other conference participants.

- Insert information manually or by importing it from your social accounts (LinkedIn, Facebook).
- Add a picture of yourself to your profile.

2. Access your contact information by clicking on More > My Contact Info & QR code. Here, you can create your virtual Whova business card by adding your contact information. Note that this info will not be visible to other conference participants unless you shared it with somebody.

- Insert information manually or by scanning it from your business card.

How do I use the app to network?

The networking functionality of the Whova app enables speakers and attendees to quickly and easily exchange profile information and contact information.

1. Introducing yourself to the other attendees

You can introduce yourself by adding profile information about yourself or by posting a message about yourself on the Bulletin board.

- Introduce yourself on the bulletin board -> From the front page, click on "Bulletin" and and post a message
- Update your profile information -> see the "How do I set up my profile and virtual Whova business card?" section. Both your profile information and your introduction on the Bulletin board will be visible to all participants.

2. Network with other attendees Click on "Network" on the conference front page in the Whova app. Here you will see the list of all the conference participants. Enjoy these couple networking features:

- See their profile information and the conference activities they are affiliated with.
- Take notes about them.
- Bookmark profiles: if you bookmark a participant, they will be automatically added to your contact list. Access your contact list by clicking "Contacts" on the bottom of the conference front page.
- Make connections: "Say hi" to them and/or send them personal messages, so you can meet them at the conference.

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Exchange contact information. You will only be able to view the conference participant's contact information if you send them an invitation to exchange contact information by pushing the "Exchange Contact Info" button on their page and only after they accept your invitation. When you receive an invitation to exchange contact information, this message will appear on the top of your Network page, below the search field. By accepting the invitation, the participant will automatically be added to your contact list and their contact information will be visible to you, while your contact information will be visible to them.

Import other attendees' contact information by scanning their business card in order to scan a business card, select "Scan card" on the bottom of the conference front page. Scanned business cards will be immediately appear on the top of your contact list Note: Participants and their information will only appear as a contact after two days because Whova manually checks the accuracy of all information imported from the card.

How do I retain my contact list after the conference?

In order to retain the contact information of the participants you met during the conference, you can export contacts to your phone's address book or to your email address. You can either export a participant's information individually or all the participants' information in your contact list collectively.

Note: Only contact information of participants who shared their contact information with you will be exported.

To export a single participant's contact information: click on "Contacts" on the bottom of the conference front page and select the participant. The option to save their contact information to your phone's address book will appear under their contact information. To export your entire contact list to your email address, click on "Contacts" on the bottom of the conference front page and click on the square and arrow icon on the top of the page. In the pop-up window you can specify the email address to send your contact list to.

Surveys and Evaluations

There are a number of surveys and evaluations on the App:

- SVRI Forum Prizegiving: Please help select prizes for best presentations and science pitches by completing the rating forms linked to each presentation. To evaluate a presentation or science pitch go to the title of the presentation and click "Rate"
- Workshop Evaluations: Workshop participants should complete surveys for each workshop they have attended respectively – these surveys are found under "Surveys".
- SVRI Forum 2017 Evaluation can also be found under "Surveys". Help us ensure SVRI Forum continues to be the go-to event on your calendar!