Attendee Guide

Pheedloop Guide for SHAFR 2022
SHAFR2022 Virtual Days!

After the success of SHAFR's 2021 conference, SHAFR members expressed the desire for virtual days in the 2022 program! Our virtual platform provider, Pheedloop, allows for a unique and engaging conference experience. As exhibitors, you will get access to your own virtual booth, where you can upload content, including logos, videos, and graphics, as well as engage directly with visitors.

This guide includes an overview of the exhibitor experience in Pheedloop, as well as a visual guide for navigating Pheedloop and the virtual exhibit hall. For any questions regarding Pheedloop or the virtual conference, please contact SHAFR's new events email (events@shafr.org).
An Introduction to Pheedloop

Pheedloop is a virtual event software provider that is meant to encapsulate the experiences that many of us expect from an in-person conference. Similar to any other virtual space or website, Pheedloop was developed to be easily navigable, with clear menu options and defined locations for viewing content.

All of the SHAFR 2022 content will be streamed directly from Pheedloop, so participants will be able to access sessions with ease! SHAFR will be using Zoom as our livestreaming provider, as Zoom is completely integrated with Pheedloop.
What Can I Do?

A Visual Guide

Please review the screenshots on the following slides for a visual walkthrough of the attendee experience and what to expect for SHAFR 2022! Attendees will receive an email from SHAFR and Pheedloop granting access to the virtual site closer to the start of the conference. However, SHAFR will be launching a website sooner that will allow attendees to view updated information regarding the 2022 conference.

*Please note that all screenshots are taken from the Pheedloop team and the Western History Association's Pheedloop demo site, and do not necessarily reflect official SHAFR branding or content.*
Once you gain access to the virtual conference, the first thing you should do is navigate to your profile using the "Account tab" on the left. You can use this page to customize all of the information that other attendees will see. The more information you add, the easier it will be for other attendees to connect with you! You can also upload a profile picture (250x250 pixels).
Navigating Pheedloop

Attendees can navigate Pheedloop by accessing a variety of different pages throughout the virtual site. You can review more information about each of these pages below.

**LOBBY PAGE**

The lobby page is the main landing page for our Pheedloop virtual site. When you login to Pheedloop for the first time, you will automatically be navigated to the lobby page. The lobby page contains general information about the conference, sponsor graphics/images, announcements, and a public chat. Please note that anyone can read chat messages left in the lobby hall chat.
The Lobby Page

Use the menu at the left of the lobby page to navigate to other sections of the online conference. All of the livestreamed sessions, for example, will be available under the "sessions" tab.

This is the public lobby chat. You can send public messages using this feature. You can also see who is currently on the lobby page. Pheedloop is constantly updating, but any accessibility and language adjustments will be available at the top right of the lobby page.
Navigating Pheedloop, cont.

SESSIONS PAGE

The sessions page is one of the most important spaces in the virtual site. It is where all of the sessions will be livestreamed and accessed by conference participants. You can visit the sessions page before sessions go live to read more about the session and the presenters. You can also chat with other people on that session page using the session chat. Please note that anyone can see messages left in a session chat.

EXHIBITS HALL

As an attendee, you can navigate to the exhibits hall at any time during the conference to view the virtual exhibit booths, chat with exhibitors, and purchase products.
The Sessions Page

All of the sessions are listed in the menu at the left. Using the "Schedule Filters" button, you can filter for sessions based on a variety of fields, including by speaker, date, and more.

This is the session chat. You can send public messages using this feature. You can also see who is currently on the session page.
The Exhibits Hall

All of the exhibit booths are listed in the menu at the left. You can request information from an exhibitor, send private messages to exhibit staff, engage one-on-one in a video call, and more!

This is the public exhibitor chat. You can send public messages using this feature. You can also see who is currently viewing the exhibit.
Navigating Pheedloop, cont.

NETWORKING

The networking tab allows you to chat with other individuals, whether through private messaging, or a one-on-one video call. You can also chat with multiple people by creating your own "group."
The Networking Tab

You can view other conference attendees profiles, send a private message, video chat, and more!

You can see who you have sent messages to and follow up using the inner left menu.
Questions or Concerns?

Contact SHAFR staff via our events email address (events@shafr.org) with any questions or concerns about the upcoming conference!