

Login to your Virtual Booth through the Attendee Hub



We've created an Attendee Hub website where you will **access and check-in to your organization's Virtual Booth** during SAAHP Regional Meeting 2023!

- **Login to the Attendee Hub** <https://cvent.me/rQ815Z> . The same as any other registrant, use your name and email from your original registration.
- The system will send you a **verification code** either by email or text message. If you do not receive the code, please contact Cara Stoerger at cstoerger@naahp.org
- The Attendee Hub recognizes that you are an Exhibitor or Sponsor so when you access your organization's page in the Hub, it will allow you to use/manage your **Virtual Booth's check-in, chat and message functions** to interact with virtual attendees.
- The Virtual Booth functions are available to anyone registered to attend, from your organization, who has been added as **"Booth Staff" in the Exhibitor Portal**.
- **The Virtual Booth functions (including Booth Staff Check-in, Chat & Meet) ARE NOT AVAILABLE IN THE EVENT APP, only in the Attendee Hub.**
- If you need to use a **mobile device or tablet**, use the device's browser to get to the Hub with the link.
- The Chat and Meet functions within your booth are only available during the **Virtual HP Fair on June 2 from 12:00-1:15pm** when virtual students will be logged in.
- The uploaded Virtual Booth content is visible to all attendees, all the time in both the Attendee Hub and the Event App. It doubles as the Exhibitor Profile for your organization.
- Contact Cara Stoerger cstoerger@naahp.org for any technical assistance.
- **Staffing Your Virtual Booth (PDF):** <https://www.naahp.org/viewdocument/staffing-a-virtual-exhibitor-booth>
- **Logging into your Attendee Hub website and/or Event App:**
<https://www.naahp.org/viewdocument/logging-in-to-your-attendee-hub-web>