

EVENT GUIDE

UCITS & AIFMD Dublin 2021

LEAD PARTNER



Pinsent Masons

ASSOCIATE SPONSORS

Zeidler
group

Prescient
FUND SERVICES (IRELAND)

CSS
Compliance Solutions Strategies

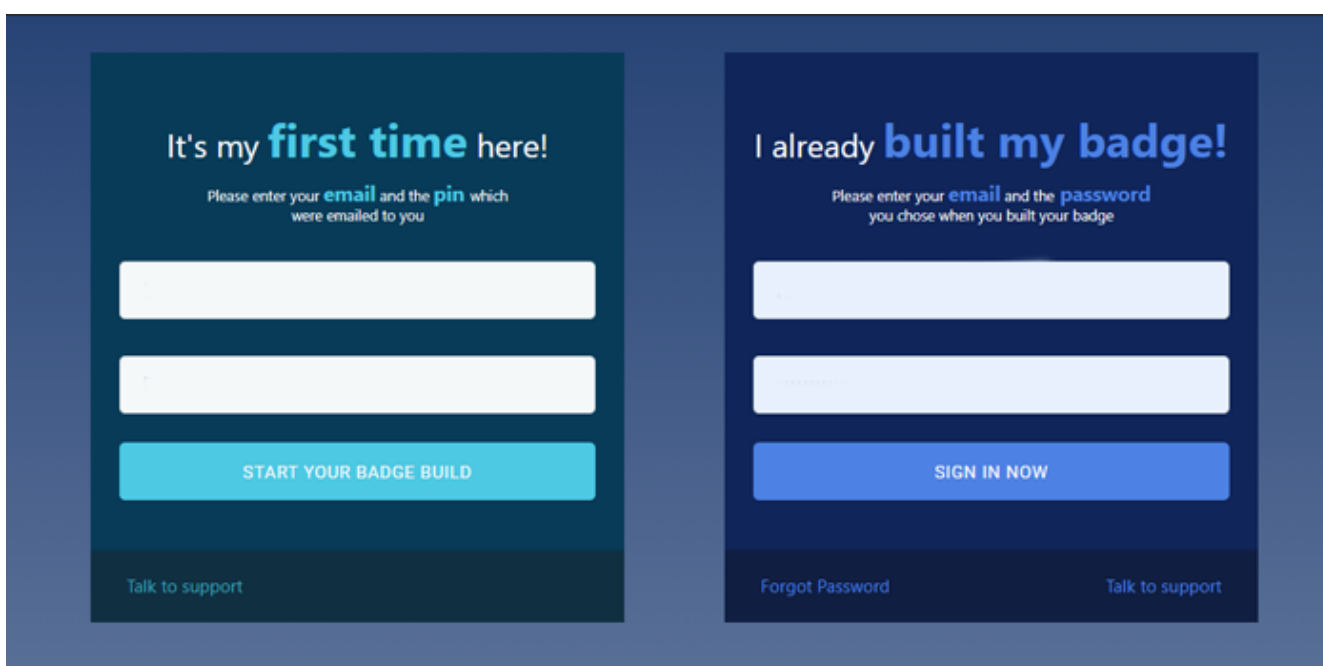


LOGGING IN AND CREATING YOUR PROFILE

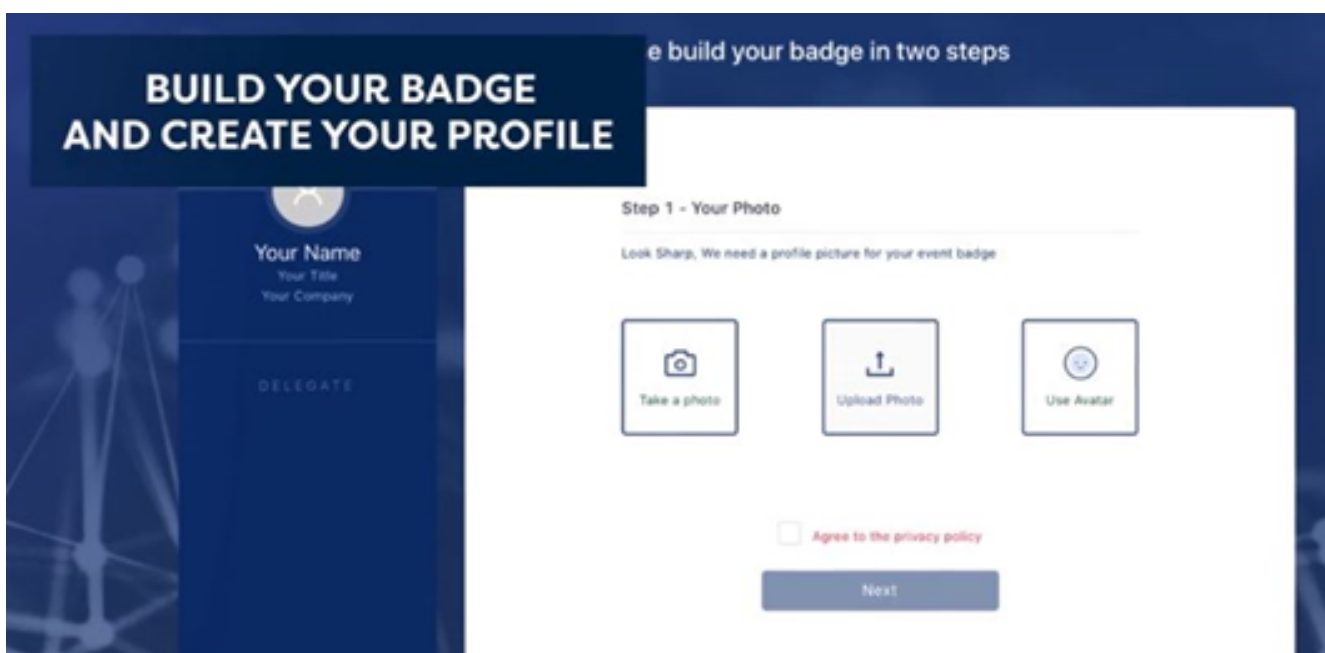
1. Open the platform in **Google Chrome**. Choose the correct log-in box for you:

Enter your details on the **LEFT** if:
you are **not a SPEAKER**, and this
is **your first event on this platform**

Enter your details on the **RIGHT** if:
you are a **SPEAKER**, or
you **have attended an event on this
platform before**

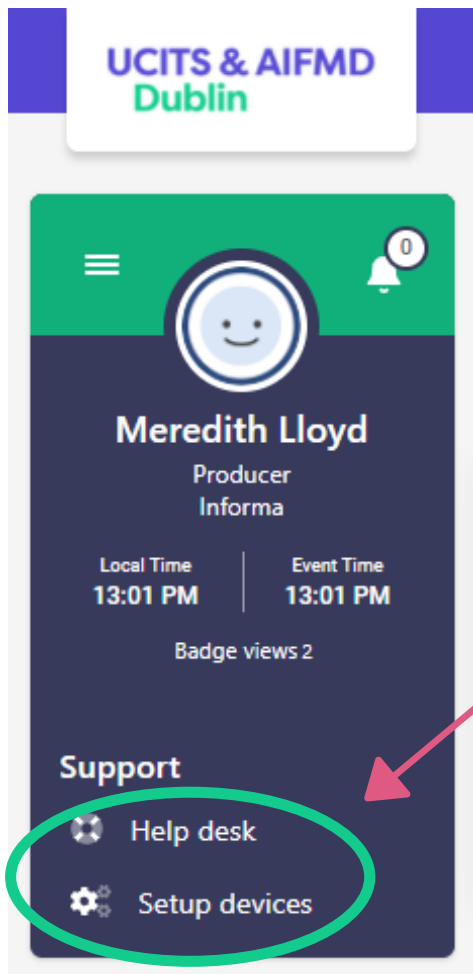


2. Create your delegate profile:





CAMERA AND MIC

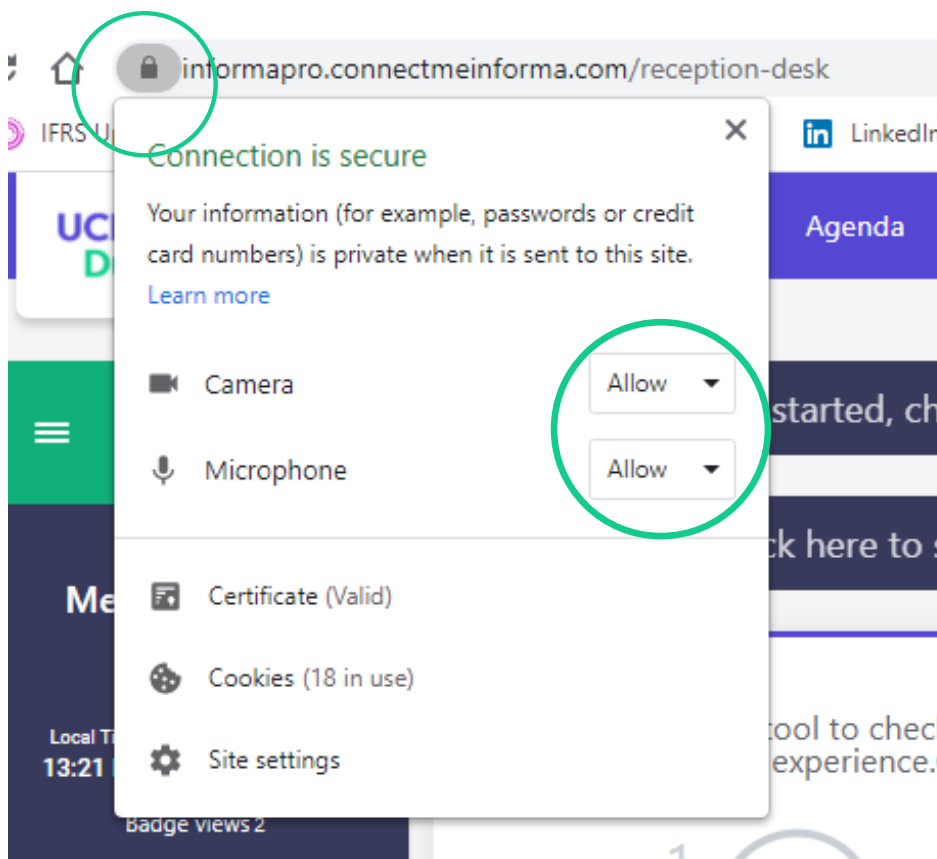


Before the conference starts, it's a good idea to check your audio and camera are working, so that you can easily participate in networking sessions.

On the left of your screen, you'll see your conference badge.

Click '**Setup devices**' to enable your camera and microphone for use during networking sessions and meetings.

Click '**Help desk**' to access calibration tools and the Support chat.



Make sure you have allowed the site to access your camera and microphone.

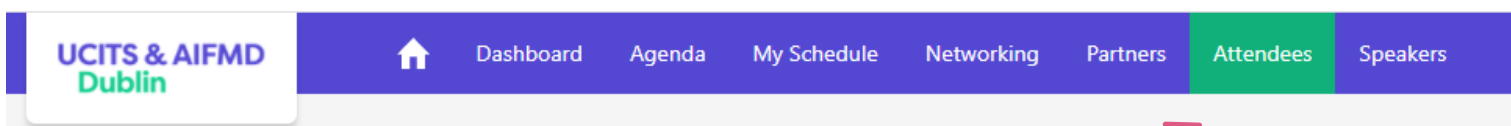
Please email **Katherine.Reggler@informa.com** if you have any issues connecting to the platform or using the networking features.



NETWORKING

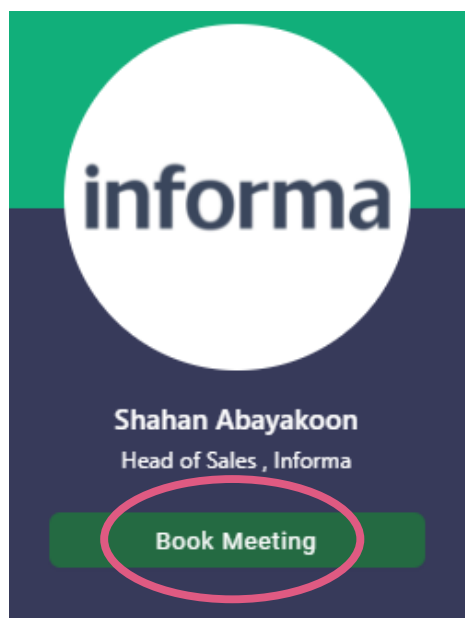
Network with delegates, speakers and event partners throughout the conference.

You can spontaneously connect via chat message or video call by clicking on the the **people icon** that (appears on the right of your screen).

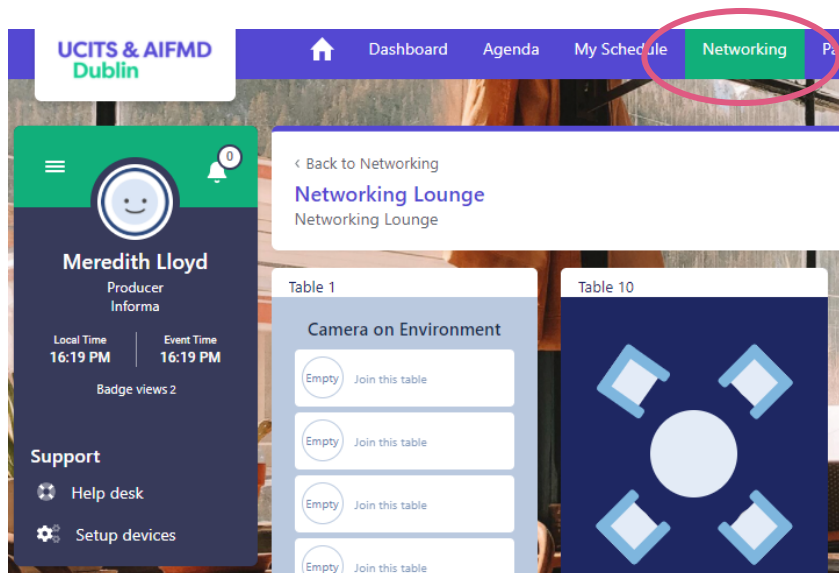


BOOKING MEETINGS

Go to the '**Attendees Tab**' at the top of your screen.



Find someone you'd like to meet and click on '**Book Meeting**' to find a mutually suitable time for you to meet via video call hosted on the platform. No need to set up a call elsewhere!



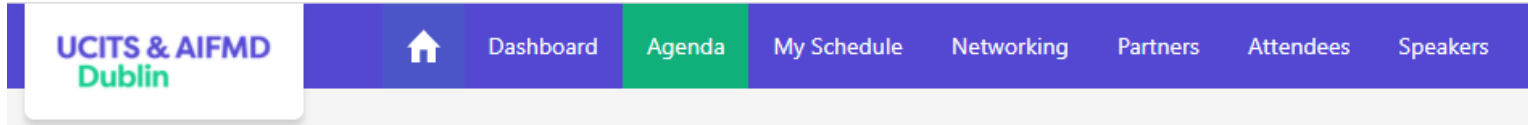
Plus, spark spontaneous conversations around tables in the Networking lounge.

Click on the '**Networking**' button at the top of your screen, join a table with an empty seat, switch your camera and mic on (or just your mic if you prefer) and join the conversation.

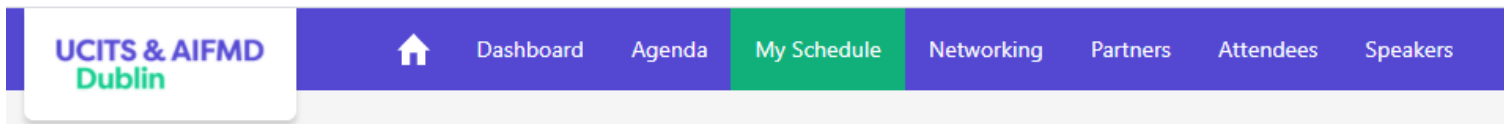


THE AGENDA

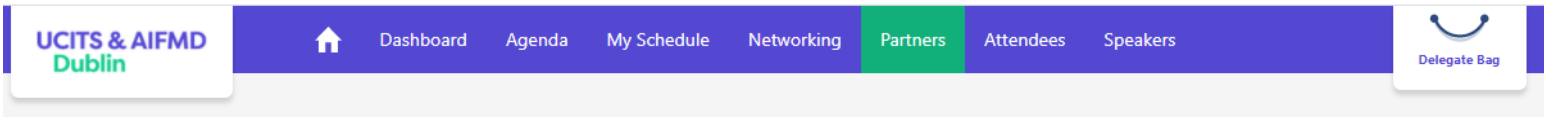
Go to the '**Agenda**' tab to view the conference agenda, and to bookmark your favourite sessions:



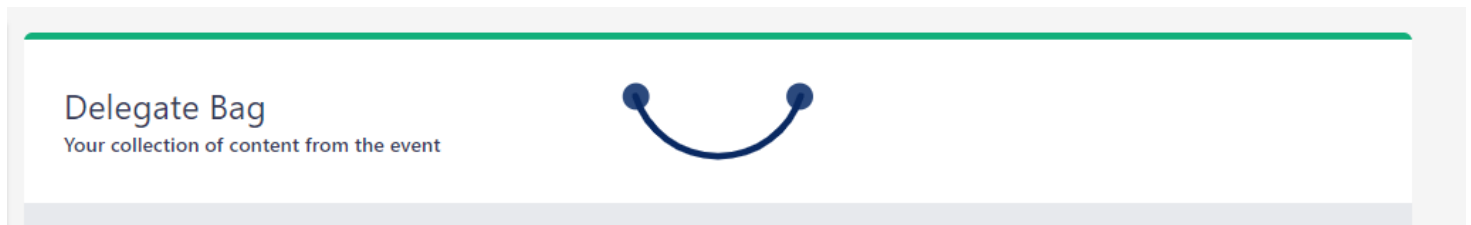
You'll also be able to review your accepted, sent and requested meetings on the '**My Schedule**' tab:



Don't forget to visit the '**Partners**' tab, where you can read white papers, reports and other materials related to the conference:



Click '**Add to Delegate Bag**' to gather your materials in one place.



If you have any queries or need any help, please email

Katherine.Reggler@informa.com