Your guide to the virtual portal
Logging into the Portal

To access the Portal you will need to enter the email address and the 7-digit password you were provided with alongside this guide.
You will be required to set up your profile before entering the Portal for the first time. You will have the option to upload a photo and to make the information available on your public networking page if you wish. By selecting a time zone within your profile set up, this will adjust to show activities starting at your local time.
Virtual Lobby

From the lobby you can:

• Join the current session, diarise the next session and view the full programme
• Access the support area, your account or log out of the Portal
• Keep up-to-date with a live Twitter feed
• View the Congress highlights, updated daily
• Visit the Clyde Auditorium, Posters & Exhibitions and Networking area
• Test your system to ensure you are able to view the content
The main navigation bars (top and bottom) will remain in place throughout the Portal to allow you to easily navigate to the main areas of the site.

You will be able to view the agenda and access the current session or bookmark the next session, access support, view your account or log out from wherever you are in the Portal.

The home button or Congress logo will return you to this page.
Programme

- View the current and next session or the full agenda directly from the home page, the programme page or within the Clyde Auditorium
- There is a programme downloadable as a PDF
- From this page you can preview sessions and add them directly to your calendar
- Sessions will be available to view on demand from this page at the end of each Congress day
The Clyde Auditorium

In the Clyde Auditorium you can:

• Watch the current session
• View the associated agenda and faculty involved in the session
• Participate in live Q&A and polling (when available)
• Download useful resources
• Complete the evaluation form for a particular session
• View sessions on demand – available at the end of each Congress day
Within the sponsor page you can:

- View details of the sponsor’s symposium – preview the session or add to calendar
- Access the sponsor’s exhibition booth
- Download useful resources
From the networking lounge you can search and filter other delegates, see who is online and request to connect.

You are able to view new messages and search for your network connections.

A notification will be displayed next to the networking tab as you receive messages or invitations to connect.

It is optional to register for the networking lounge and you can only receive messages from those you have chosen to connect with by accepting invitations.

You will only be able to access messages when you are in this area. There will be no pop ups within the main site.
From the main poster area you can filter posters by category or use the search function to search for a specific poster.

The full list of posters and the Congress abstracts can be downloaded as PDFs.

Use the scroll button to view more posters.

Click on a poster icon to view the full details.

The poster will open in a separate page.

Any questions for the presenting author can be submitted in the ‘Ask a Question’ box.
Exhibition Area

- Visit community/society booths as well as our Platinum Sponsor stands

Please note that some Platinum sponsors will host their booth on a dedicated Congress web page. A notification will be displayed when accessing this booth to advise that you are leaving the Congress Portal. You will be able to easily navigate back without having to re-login to the Congress Portal.
Community and Society Exhibitors

- You will be able to view the exhibitors information from these drop down groups. The information will be in either PDF or video format.
- Click to contact the exhibitor stand via the ‘Contact Us’ option.
- Each exhibitor will have an overview of their company information.
Please contact hivglasgow@ashfieldhealthcare.com if you have any queries