

Swapcard Attendee User Guide

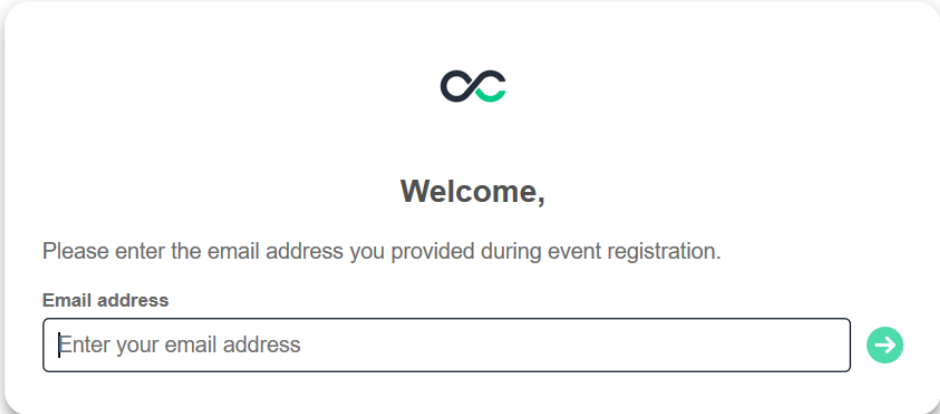
EAPA 2021 Virtual Conference

12-13 October 2021



Accessing Your Account

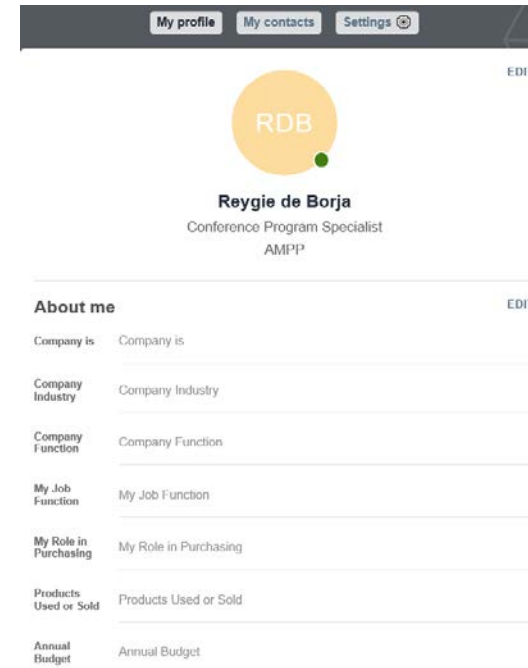
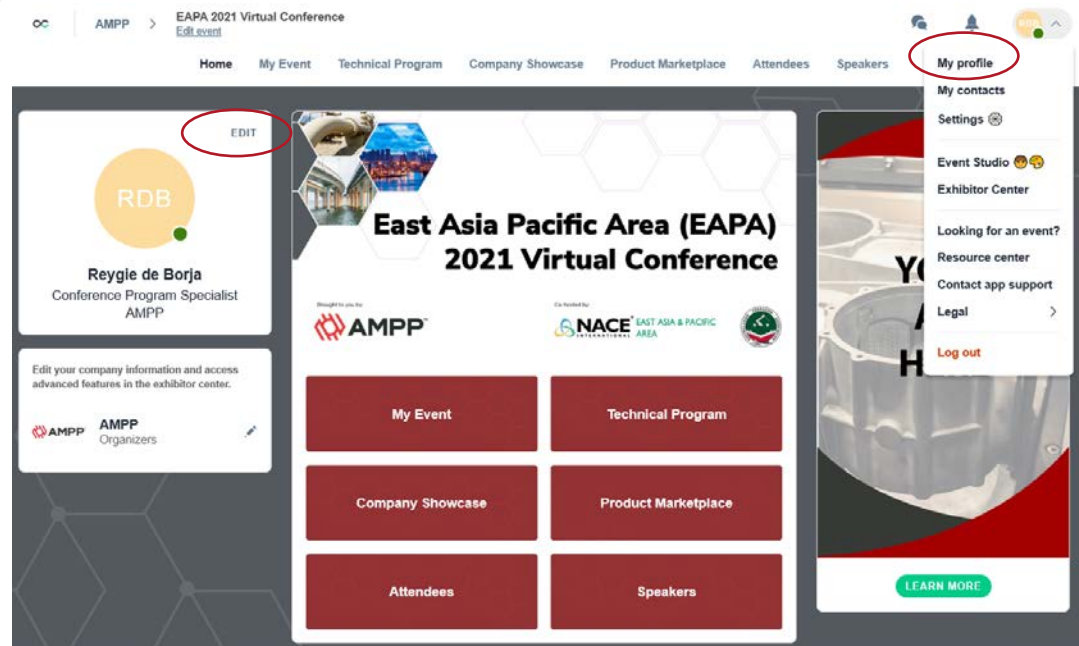
1. Your account is automatically pre-created by AMPP and will receive an email inviting you to visit login.swapcard.com to set up your account.
2. Type in the email you provided during registration into the indicated box.
3. On the next screen, you will be asked to set a password if this is the first time you're accessing the platform.
4. If you already have a Swapcard account, enter your password here.
5. Once you have entered your information, you will be redirected to a home screen. Look for AMPP then EAPA 2021 Virtual Conference
6. If your email address is not recognized, please contact [Reygie de Borja](#).



The screenshot shows a login interface for Swapcard. At the top center is the Swapcard logo, an infinity symbol with a green-to-blue gradient. Below the logo, the word "Welcome," is displayed in a bold, black font. Underneath, a message reads "Please enter the email address you provided during event registration." Below this message is a text input field with the placeholder text "Enter your email address". To the left of the input field, the label "Email address" is visible. To the right of the input field is a green circular button with a white right-pointing arrow.

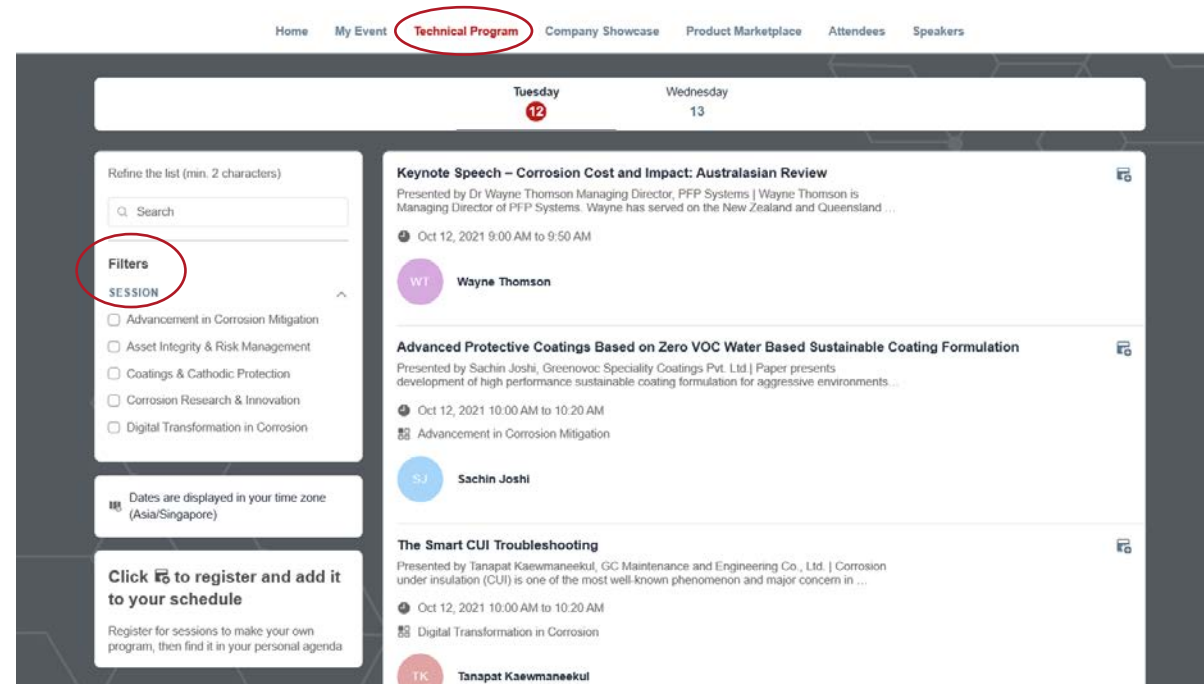
Personal Profile

1. To access and edit your own personal profile click on the drop-down menu on the upper right corner of your screen and select 'My profile' or you can click 'Edit' on the top right of your picture box on the left side of the Home page.
2. You can then edit your industry information, biography, and contact details. Any changes made will be saved automatically. Updating your profile will guide the AI matchmaking feature and will make suggestions of peer connections.




Finding and Bookmarking Sessions

1. To find and bookmark a session click on Technical Program. If you do not have a Full Conference registration you will not see this Tab.
2. You will see the schedule under each tab sorted by day.
3. You can easily filter sessions using the search bar at the left of the screen.





- You can register and add any session to your personal schedule by clicking the calendar icon at the top right corner of each session panel or “Add to my schedule” if you click the session.
- It will then appear in the ‘My Schedule’ tab under ‘My Event’. We encourage you to register for sessions you wish to attend in order to receive in-platform and email notifications 5-minutes before the session starts. However, pre-registration is not required and you can still join when it’s live by clicking on the session title.
- The “My Event” tab allows you to see your own schedule. You can find the sessions you are interested in, the sponsors and items you bookmarked, as well as your confirmed meetings. You can export your schedule by clicking on « Export to my calendar » or « Download PDF ».

Keynote Speech – Corrosion Cost and Impact: Australasian Review 

Presented by Dr Wayne Thomson Managing Director, PFP Systems | Wayne Thomson is Managing Director of PFP Systems. Wayne has served on the New Zealand and Queensland ...

🕒 Oct 12, 2021 9:00 AM to 9:50 AM


 **WT** Wayne Thomson


Advanced Protective Coatings Based on Zero VOC Water Based Sustainable Coating Formulation 

Presented by Sachin Joshi, Greenovoc Speciality Coatings Pvt. Ltd. | Paper presents development of high performance sustainable coating formulation for aggressive environments...

🕒 Oct 12, 2021 10:00 AM to 10:20 AM

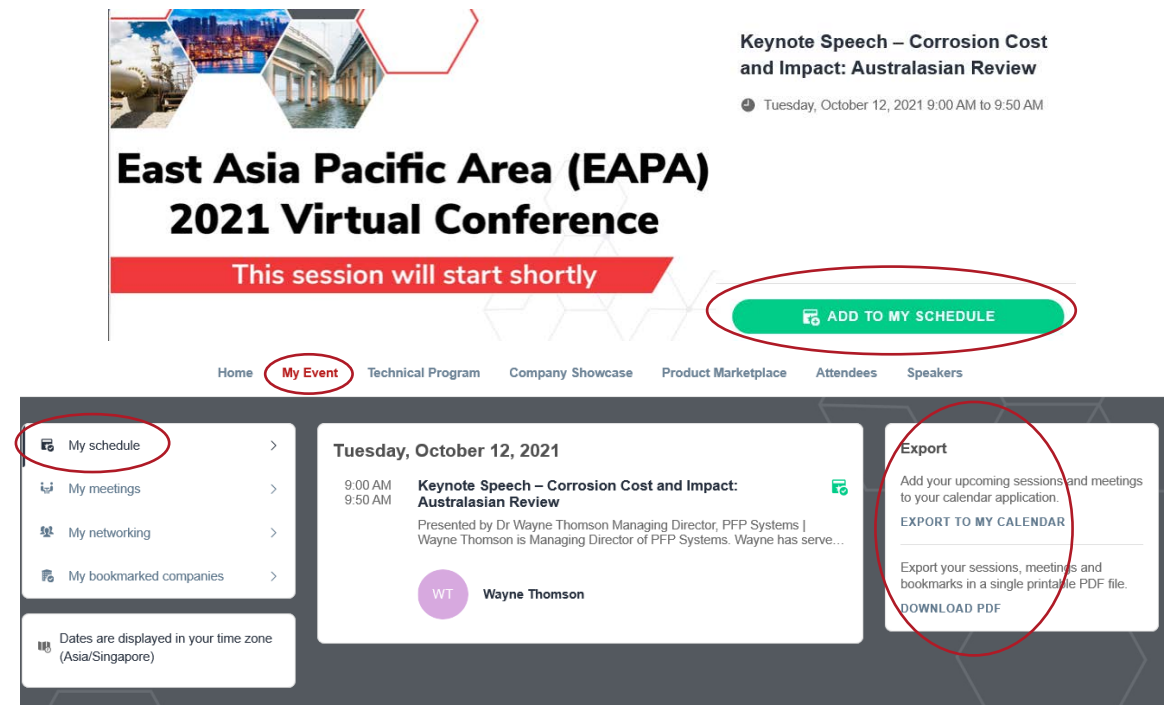
📄 Advancement in Corrosion Mitigation

 **SJ** Sachin Joshi

The Smart CUI Troubleshooting 

Presented by Tanapat Kaewmaneekul, GC Maintenance and Engineering Co., Ltd. | Corrosion under insulation (CUI) is one of the most well-known phenomenon and major concern in ...

🕒 Oct 12, 2021 10:00 AM to 10:20 AM




Keynote Speech – Corrosion Cost and Impact: Australasian Review


🕒 Tuesday, October 12, 2021 9:00 AM to 9:50 AM


East Asia Pacific Area (EAPA) 2021 Virtual Conference


This session will start shortly


 **ADD TO MY SCHEDULE**


Home **My Event** Technical Program Company Showcase Product Marketplace Attendees Speakers

 My schedule >


 My meetings >

 My networking >


 My bookmarked companies >

 Dates are displayed in your time zone (Asia/Singapore)

Tuesday, October 12, 2021

9:00 AM **Keynote Speech – Corrosion Cost and Impact: Australasian Review** 

9:50 AM Presented by Dr Wayne Thomson Managing Director, PFP Systems | Wayne Thomson is Managing Director of PFP Systems. Wayne has serve...

 **WT** Wayne Thomson

Export

Add your upcoming sessions and meetings to your calendar application.

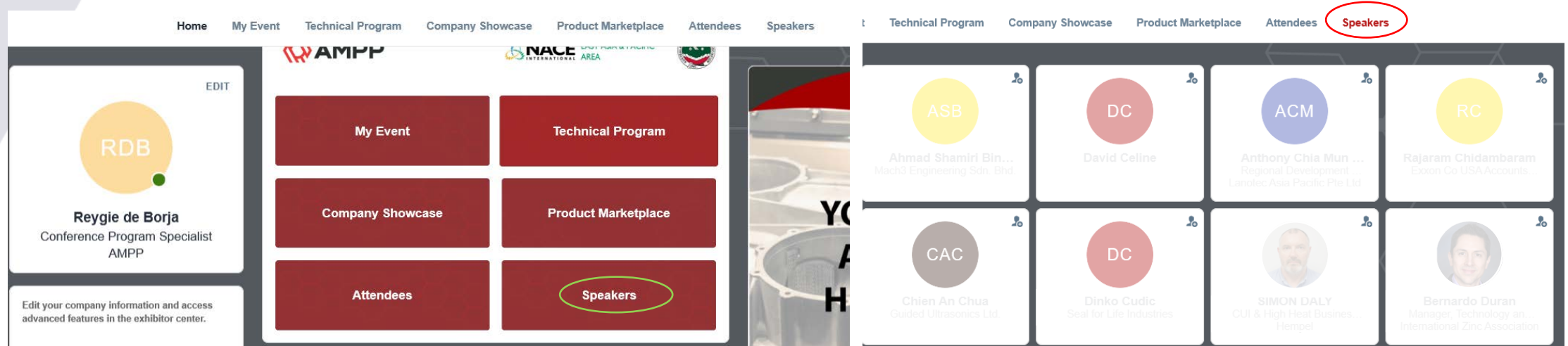
EXPORT TO MY CALENDAR

Export your sessions, meetings and bookmarks in a single printable PDF file.

DOWNLOAD PDF

Searching for Speakers and Attendees

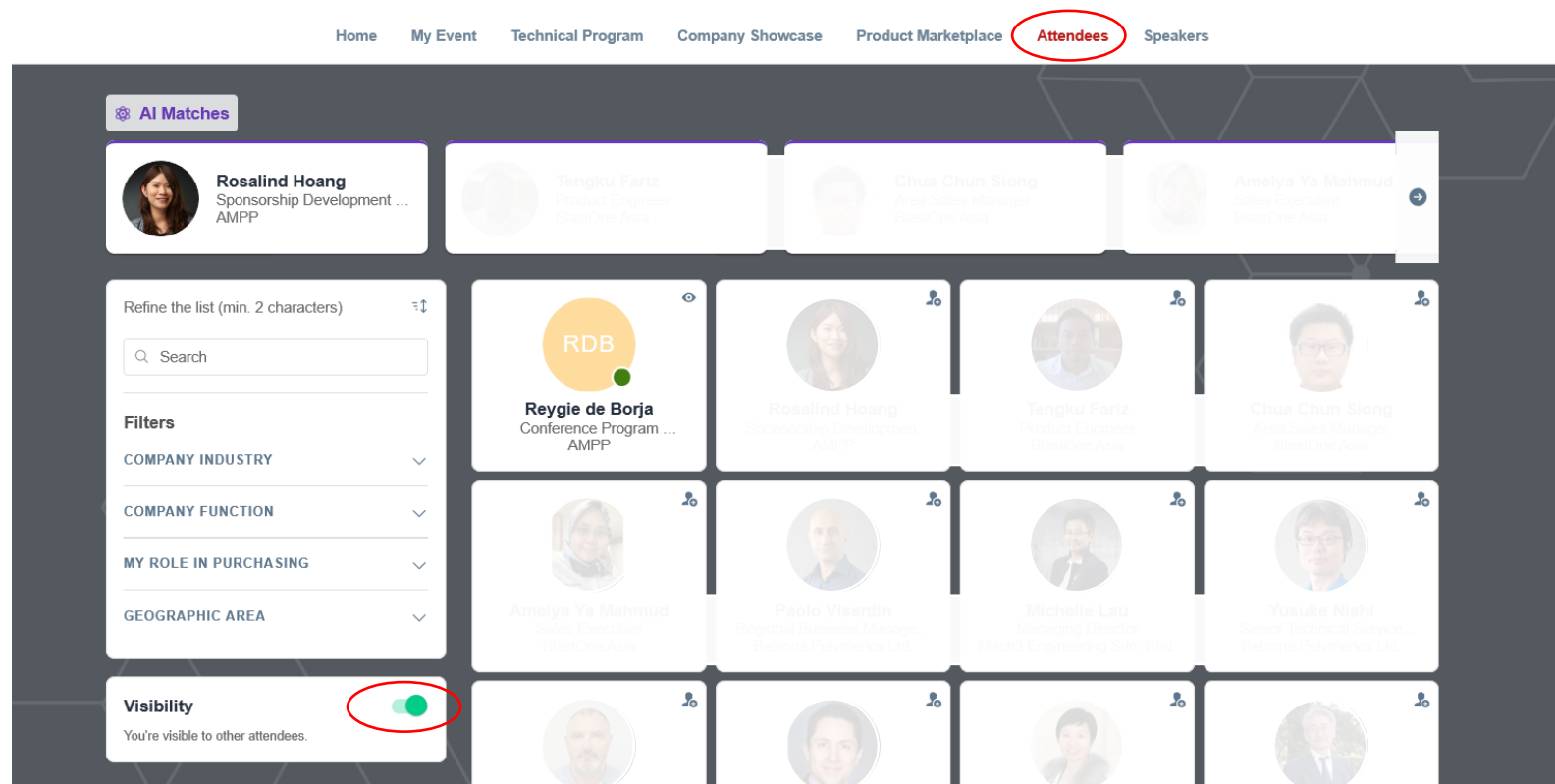
1. You can search for speakers and attendees within the platform. For information on speakers, you can click on the 'Speakers' panel or the tab at the top of your screen.



2. You'll see the full list of speakers participating at EAPA 2021 Virtual Conference. You can see what times they are available to meet and what session(s) they are speaking at. Send a connection request and start a conversation.

3. For attendees, click on the 'Attendees' tab at the top of your screen to view a list of all of the attendees. Attendees have the ability to "hide" their profiles, therefore, you will only be able to see attendees who opt-in and what they've decided to include in their profile.

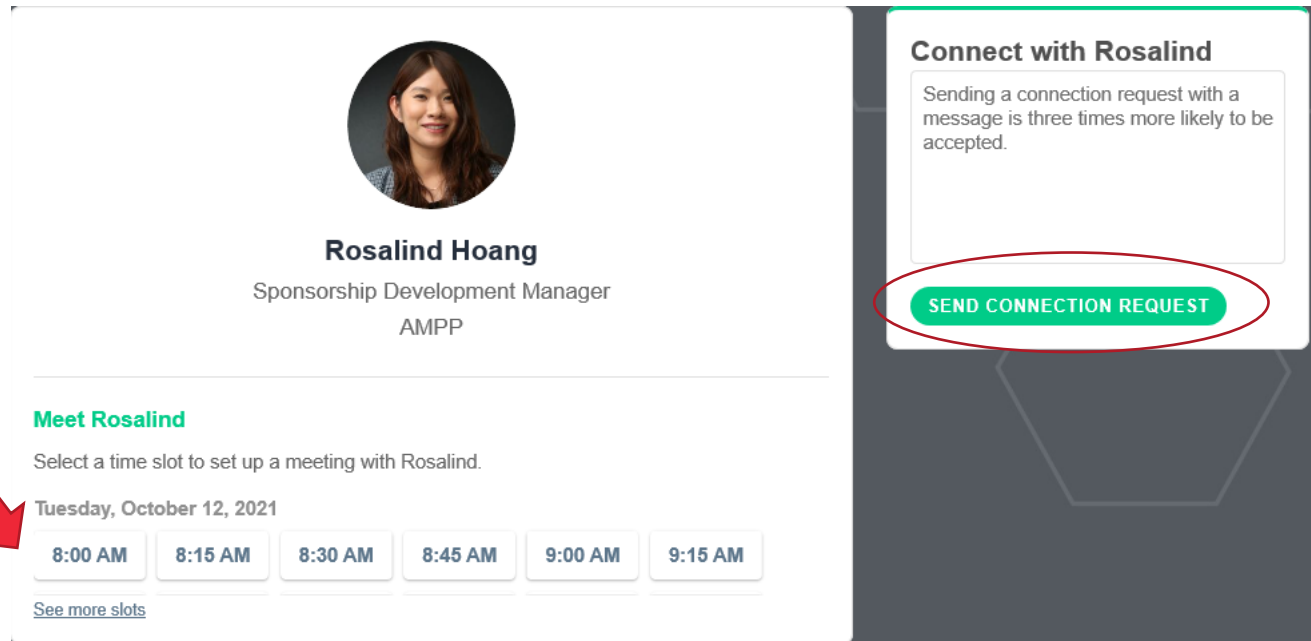
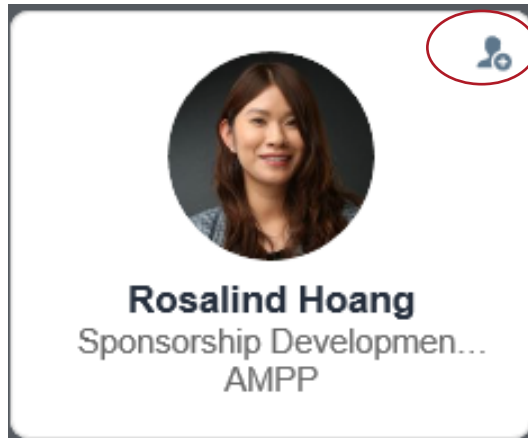
*** By default, you will be opted into showing your profile. Personal contact details are not shared until you make a connection with another attendee. You can opt out if you don't want to share your information.*



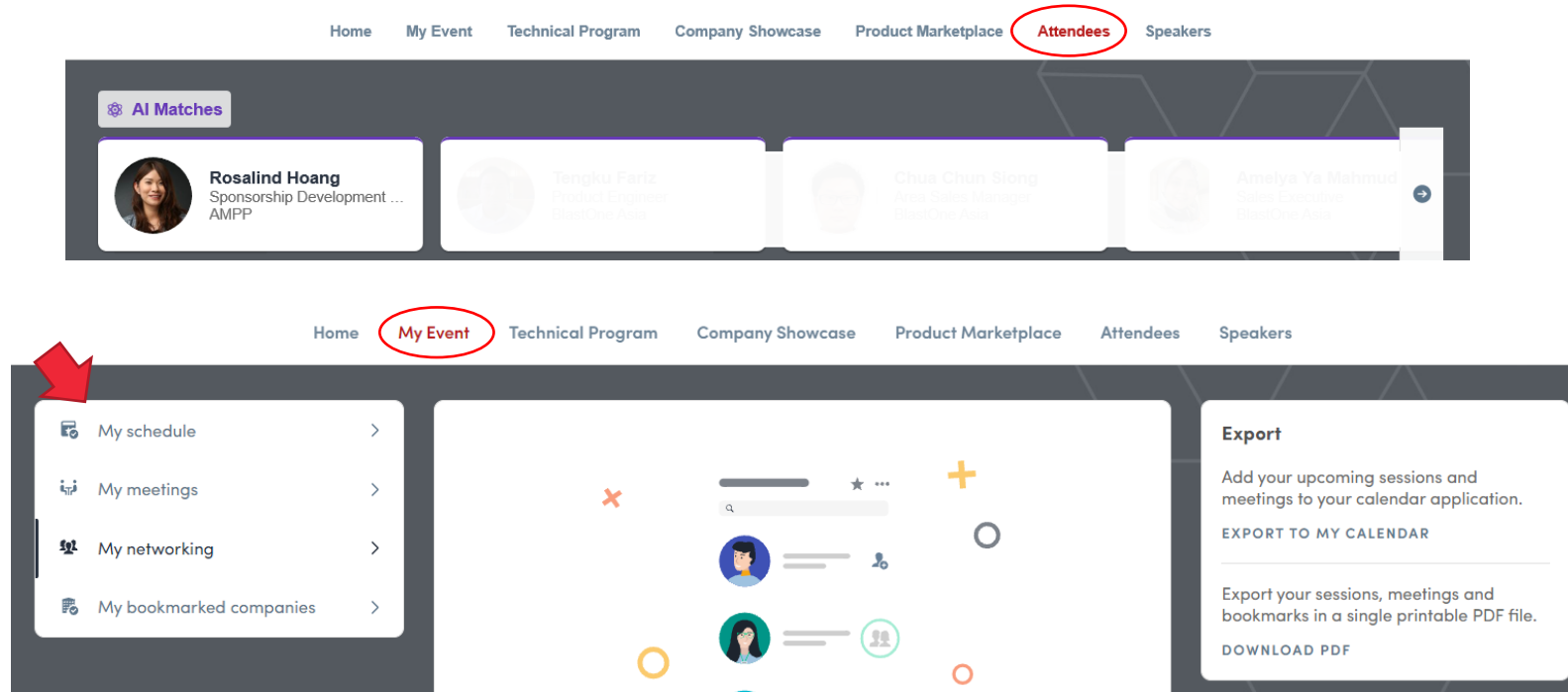
Making Connections

Networking with other attendees, sponsors, and speakers is a critical part of attending a conference.

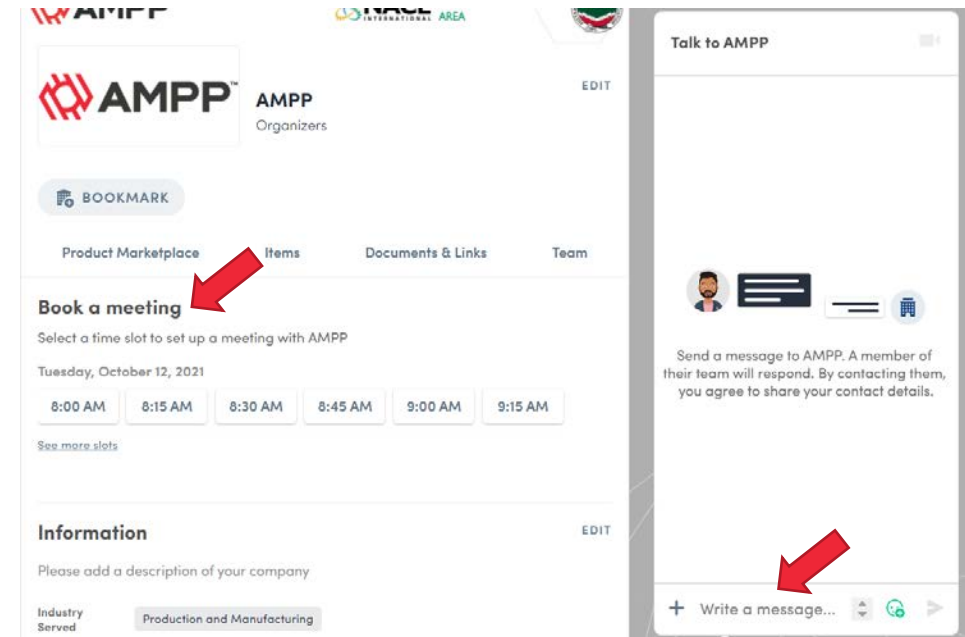
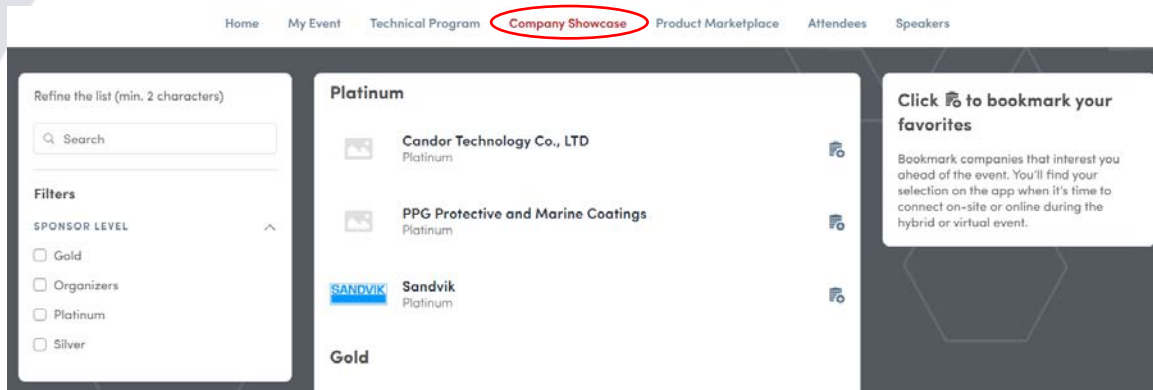
1. You can send a connection request to another attendee, speaker, or sponsor by clicking on their profile.
2. You can type a message and click 'SEND CONNECTION REQUEST'. The individual will receive a notification and approve the connection message. Then you can start your conversation by sending messages or scheduling a video call.



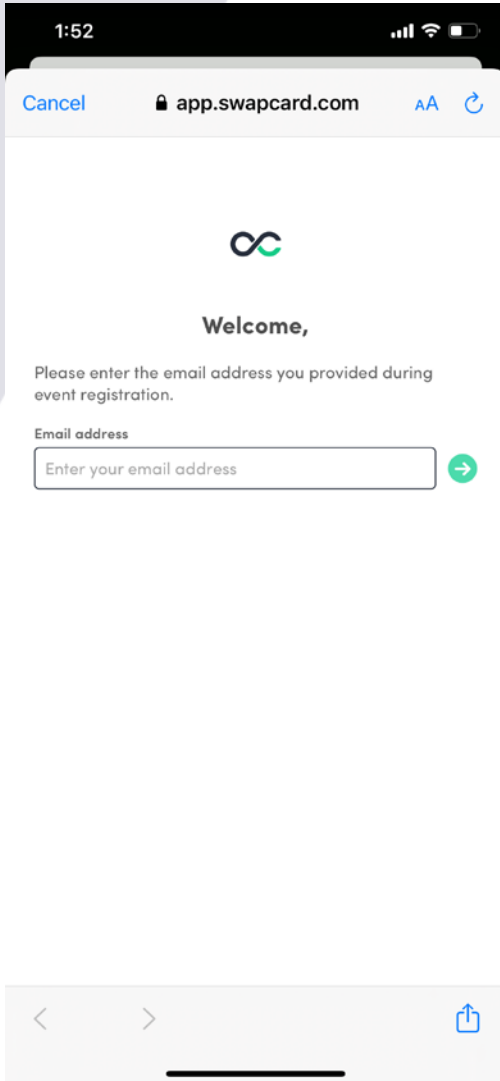
3. All of your connections, confirmed meetings, bookmarked sponsors and sessions will appear in 'My Event' in the appropriate tab.
4. The AI matchmaking within the platform will make suggestions of individuals to meet. You can request to connect and schedule a meeting with them.



5. Know the latest technology available from our Company Showcase. You can bookmark the companies to visit their profile later.
6. Select a company to visit. You may schedule a meeting with them or chat with them real time. Check their documents to know more about their products and services.



Swapcard App



1. Download the Swapcard App from your mobile device's App Store or Google Play.
2. Type in the email you provided during registration into the indicated box.
3. On the next screen, you will be asked to set a password if this is the first time you're accessing the platform. If you already have a Swapcard account, enter your password here.
4. EAPA 2021 Virtual Conference Homepage and Navigation will be available once you've logged in. Users can connect with attendees & sponsors, register for sessions, and watch sessions via their mobile device.
5. If this is not your first time to use Swapcard, look for 'AMPP' community and tap EAPA 2021 Virtual Conference.



Swapcard App



1. My Event: Access your bookmarked sessions, meetings, companies, connections and wish list.
2. Company Showcase: View products and services & set up meetings with sponsors.
3. Attendees: Search for and connect with your peers.
4. Technical Program: Search by day or filter sessions you want to attend and save them to “My Schedule” under “My Event”
5. Product Market Place: Search for products and services showcased, prizes & giveaways, and our digital library.
6. Speakers: Search for, send connection requests and ask questions to EAPA 2021 Virtual Conference speakers.
7. House Icon: Homepage button
8. Chat Icon: Message with attendees, sponsors, and speakers.
9. Bell Icon: Keep track of sessions & meetings with notifications.
10. Person Icon: Access your profile, resource center, and settings.

For Platform/Tech Issues



Frequently
Asked Questions

Select the 'Resources center' under the drop down menu at the upper right corner of your screen. You'll be redirected to the Swapcard help webpage and you can select the category of your inquiry.



Chat

Chat with the Swapcard team on swapcard.com



Email

Send an email to support@swapcard.com

For event questions or to report harassment or inappropriate behavior, contact reynie.deborja@ampp.org.