



## **FREQUENTLY ASKED QUESTIONS**

### **What is The She–Suite Summit Virtual experience?**

The 8th annual, She–Suite Summit Virtual experience is more than an online event, it is a safe community where working women, just like you, are empowered with proven strategies to design a powerful career, and live a life you love.

### **How long is The She– Suite Summit Virtual Experience?**

The She–Suite Summit Virtual Experience will take place on March 10, 2023. The day will begin at 8:00 a.m. EST with networking and will end at around 6:00 p.m. EST with comedy and a virtual networking.

### **Can I share my virtual experience login information with other members of my team?**

The She–Suite Summit Virtual Experience will exclusively allow access to registered attendees, with the email provided at registration. Once you access the event as an attendee, you will fill in your individual “About Me” details in your profile. Please have your LinkedIn link and any contact details prepared and ready to share!

### **Will I have the opportunity to network on the virtual platform? How?**

Yes! We have designed The She– Suite Summit to be an engaging and meaningful virtual experience! You will have opportunities throughout the day to network, mingle and build meaningful relationships that will last beyond this event.

Once you access the event as an attendee, you will fill in your individual details in your profile. Please have your LinkedIn link and any contact details prepared and ready to share!

If you “opted in” to participate in the 1:1 appointments, you will receive details and instructions in a separate email.

### **What is a Social Lounge?**

Social lounge is the space where attendees can be seated at virtual tables, and network, meet and mingle with people at the same table. Attendees may move between tables to

### *Frequently Asked Questions*

meet and join interactions at other tables. Tables are open, so take a seat anywhere you see an open space! You never know who you might meet.

In this space, you will also find “speed networking” where you can choose to be randomly paired with someone new to meet. Be prepared with your introduction, LinkedIn, and contact information as you will only have 3 minutes until you will be paired with someone new!

What is the Booth Arena?

The arena is a virtual space that will host booths from some of our sponsors. When accessing the arena, you can select any of the booths you wish to learn more about. You can have a conversation with each exhibitor and their representatives, as well as schedule time for meeting after the conclusion of the day.

*Make sure to visit The She-Suite booth to learn about our programs and services, meet BLI Alumni and say hello!*

### **How do I win giveaways?**

Please visit the She-Suite booth in the Booth Arena to “Opt-In” in order to be eligible to win giveaways throughout the day.

### **What do I need to be prepared for The She-Suite Virtual Experience?**

Technology: Please note you MUST ACCESS the platform exclusively through CHROME, EDGE or FIREFOX. Please download the latest version of Chrome [here](#), or Firefox, [here](#), for a seamless experience. We recommend you check that you have the best internet connection possible and test that the sound and video is working on your computer. Please close all other programs you may have open for the best connection and function of the program.

### **Presentation:**

Come dressed for success in something that makes you feel confident, professional and comfortable. We recommend your camera is at eye level, and that you are in a well lit space so that your video is clear. Be aware of your surroundings and the background that is visible in your video camera.

### **Engagement:**

Pack your lunch in advance – The day is high energy, fun and engaging; you won’t want to miss a moment; so have your lunch ready and join us for an entertaining lunch.

## *Frequently Asked Questions*

Come prepared with the Program Book and Session Worksheets provided in the 'Know Before You Go' email. You will want to come prepared with a notepad and pen to take notes. If you have questions or something specific that you are looking to gain from this experience, please feel free to email us or ask questions in the Q&A box of the platform.

Make sure to have your LinkedIn updated and introduction and contact information ready to share. You will have the opportunity to meet a lot of new people and begin to build new and meaningful relationships!

### **Can I ask questions during the sessions?**

Yes! We encourage participants to interact, ask questions, and share ideas through the chat, Q&A box and via the "Raise Hand" features.

We will also have She-Suite Success Coaches in the chat to answer your questions and to encourage ongoing discussion with others.

During the program, you may even have the opportunity to virtually join our speaker on stage! As an attendee, you can make this request through the "raise hand" feature at which point we will "hand the mic" to participants to join the speaker on the stage. Other participants get to see the video of the participant on stage with the speaker. Participants will leave the stage after the interaction.

### **Can I tag a speaker to a particular question?**

No, you can't tag a speaker to a particular question in the questions tab, however, you may choose to direct questions to specific speakers in the Q&A box by simply including their name in the context of your question.

Please be sure to ask all questions in the Q&A box!

### **Will the event be recorded? Where can I access this?**

Yes! Our event will be recorded. Near the end of the program, we will ask that you fill out our She-Suite Summit Virtual Experience Survey. We'd like to collect feedback from all event attendees and therefore plan to share instructions for accessing the recordings once we've collected surveys and the recordings are available for download.

## **Technology**

### **What technology/ browsers do I need to attend this event?**

Please note you MUST ACCESS the platform exclusively through CHROME, EDGE or FIREFOX. Please download the latest version of Chrome [here](#), or Firefox, [here](#), for a seamless experience.

### **What's the quality of video streams?**

Airmeet supports High Definition video quality for live sessions and virtual table conferences. Please be sure to close other tabs and programs to ensure the best possible connection and platform function.

### **Can I access the event on my mobile device?**

The mobile experience is limited to only consumption of livestream, and the interactive features are not accessible. We recommend that you use a desktop or laptop with a stable internet connection, and sound and video capabilities.

### **Do I need to have a webcam for the event?**

We encourage you to have your camera on and ready to get the most out of the The She-Suite Summit Virtual Experience! You will have the opportunity to see and communicate with other participants during numerous networking sessions.

### **How do I prepare my network in case of firewall or VPN to access Airmeet?**

Airmeet works with WebRTC which is a rather new technology that might require some network configuration within larger companies with secured firewalls.

Here are the items you may need to check with your IT department:

#### **Required:**

- Open TCP port 443
- Allow the following domains
  - \*.airmeet.com
  - https://webnginx-proxy.agora.io