#### **IOL International Conference 2025 – How to Join**

The IOL Conference is being held via Zoom Events. The Registration / Join page is at <a href="https://bit.ly/IOL-Link">https://bit.ly/IOL-Link</a>. You can sign-up via an email or existing Zoom account.



#### **Email or Zoom**

Email: Using your email address can be a convenient way to join without needing a Zoom account. This option is useful for guests may not have a Zoom account.

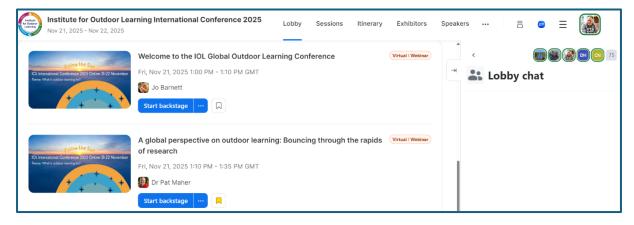
Zoom Account: This option can provide additional features and benefits, such as access to premium services and the ability to join events without restrictions.

Once payment has been made, you will receive booking confirmation and a reference number from <a href="mailto:institute@outdoor-learning.org">institute@outdoor-learning.org</a>. If nothing arrives, please check your spam folders and add this email to your safe senders list and contact us via the above email.

We recommend joining at least 15 minutes before the event starts. The event will go live 60 minutes before the advertised start time. Once you have signed in, click **Join Lobby**.

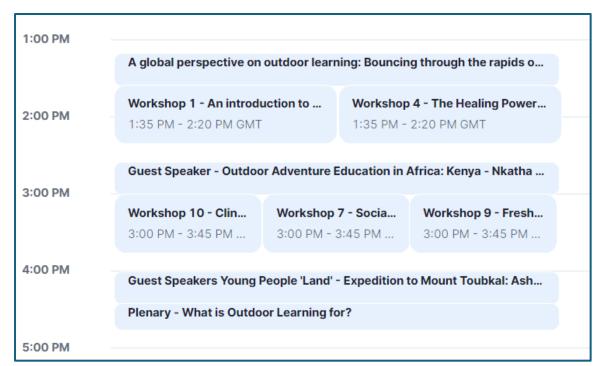
## The Lobby

The lobby is your homepage for the Conference. You now have access to all the Sessions in chronological order, or you can use the Session tab at the top of the page to view all the sessions in full-page format. You can also bookmark each session you want to attend; click on the bookmark to highlight in yellow.



## **Itinerary**

The itinerary page collates all your bookmarked sessions into a handy timetable to keep track of your workshops. You can export this as an .ics file to import into your Calander (Outlook etc). There is also a search function to filter sessions by each day and a keyword. You can also click on each diary entry on the itinerary to join that session.



## Feeling Sociable?

To make the most of this event in which we aim to create a legacy of long-lasting international partnerships, we encourage participants to click on their profile in the top RH corner and choose **feeling social**, **simply exploring** or **hide me**:

Sociable: Fully visible profile, I am networking, and my profile will have a green ring

Exploring: Fully visible profile without the green ring Hide me: Fully hidden profile but can still use the chat function

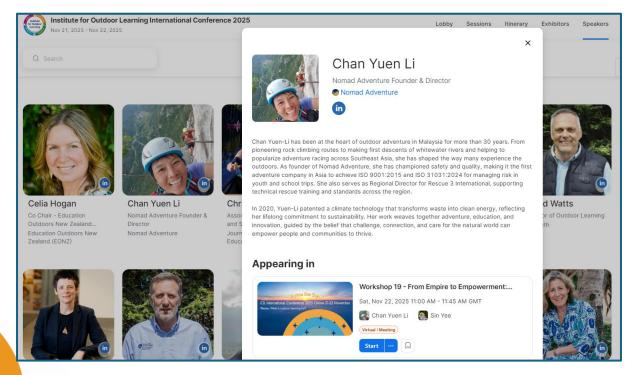
Use the hamburger (3 horizontal dashes – see troubleshooting below) next to your profile to edit your profile, change your sociable listing and manage your contacts made through the Conference. You can also change language settings too.

#### **Exhibitors**

The exhibitor tab will display notices from supporting organisations. We don't have any paying exhibitors at this event, those listed will have volunteered to support the conference as workshop presenters or the working committee. Please visit their 'stall' and make contact.

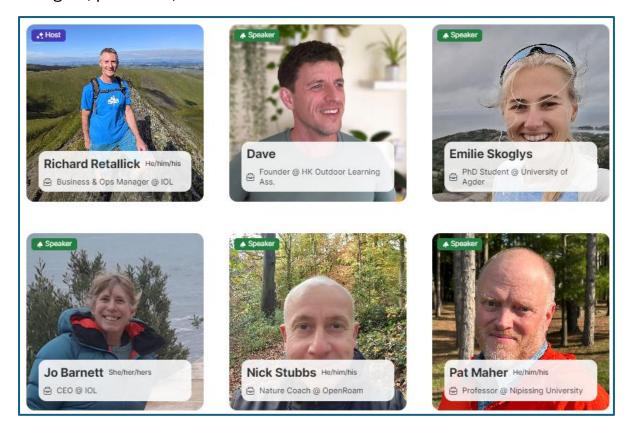
## **Speakers**

The speaker's tab brings you face to face with all our speakers and workshop presenters. Click on their profile to open their information box. Here, you can bookmark or join their presentation as well as connect via LinkedIn if the logo is visible.



## **Networking**

The networking tab will introduce you to all the other contacts who have ticked either Sociable or Exploring. Each contact will be marked as a delegate, presenter, host or exhibitor.



Each profile box will give you three options:

- Applaud the contact
- Chat with the contact
- Connect with the contact

A search function enables you to filter your network by Status, Roles, Company, Position or Location which it is why it is very important to complete your profile in as much detail as possible.

# **Spotify Playlist**

We have asked everyone connected to 'Follow the Sun' to recommend a piece of world music that is inspirational to them. Listen <u>link</u> or via the QR code:



## **Troubleshooting & Top Tips**



'Test my Device' via the hamburger 3 dashes will run a quick diagnostic check if you are struggling to connect to Zoom. It will recommend problem-solving solutions.

Zoom Events has a restriction on registrations from some countries. If you find that you are unable to register, please us and we can register you and provide a separate payment option.





We want this to be a truly global event and do not want cost to be a barrier to attendance, especially if you are from any of the countries listed here. Email and we can make sure you can join.

Join the Conference Lobby on your main browser tab and then open and close sessions, networking etc via new tabs. That way, you will always be able to quickly drop back into the Lobby tab.



Zoom on YouTube has a how-to guide for joining Zoom meetings

#### Contact

Email: institute@outdoor-learning.org

Phone: (+44) (0)1228 564 580

Web: IOL International Conference 2025

In-Conference Networking Support: Go to Network > Company > IOL and connect with Richard Retallick, Dave Brooks or Jo Barnett.

Social media: please use #FollowTheSun and #GlobalOutdoorLearningDay in your posts.

Download the Conference Brochure