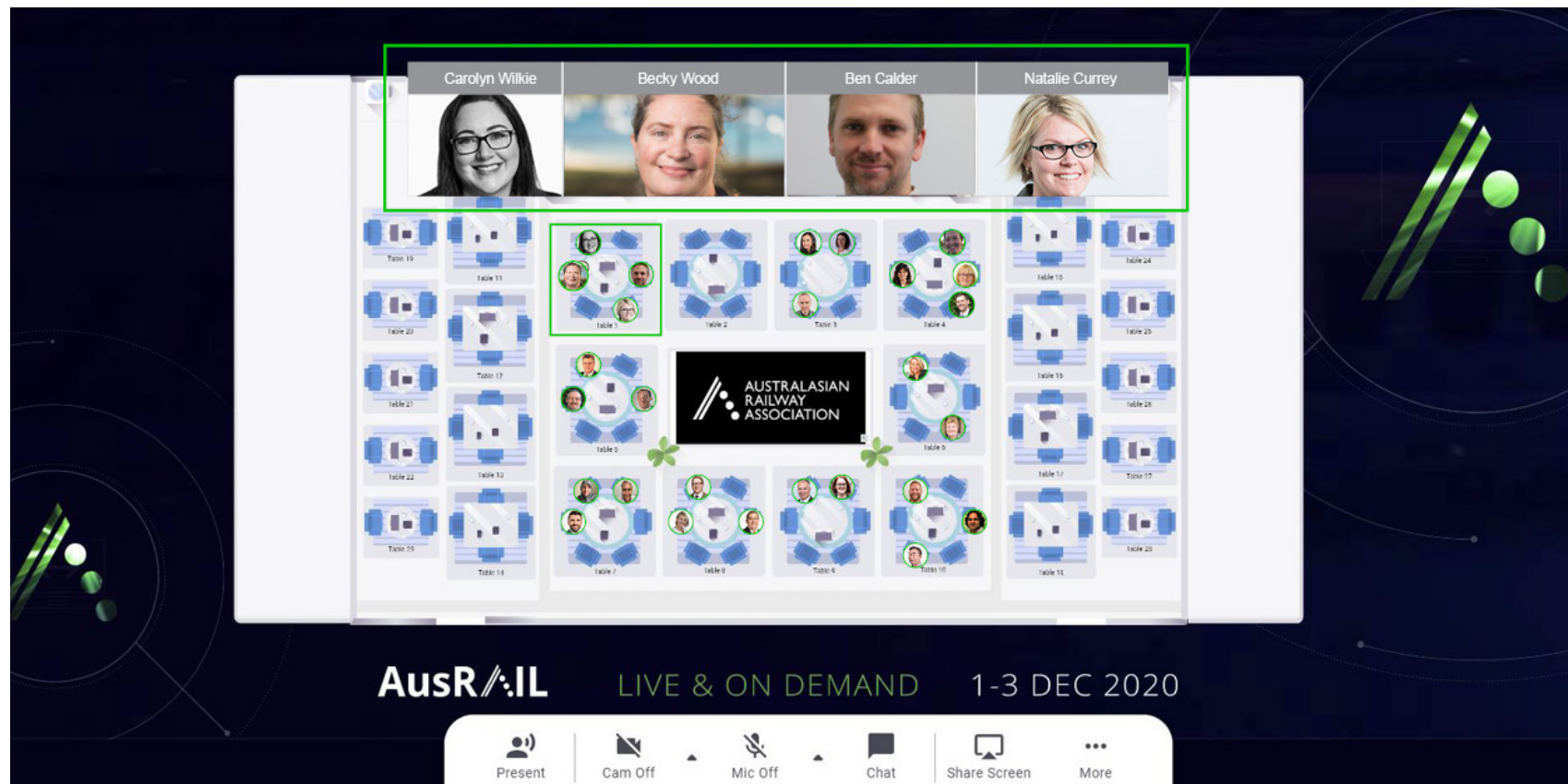# AusR/:IL LIVE & ON DEMAND
1-3 DEC 2020

AUSTRALASIAN
RAILWAY
ASSOCIATION

USER GUIDE

VIRTUAL NETWORKING LOUNGE

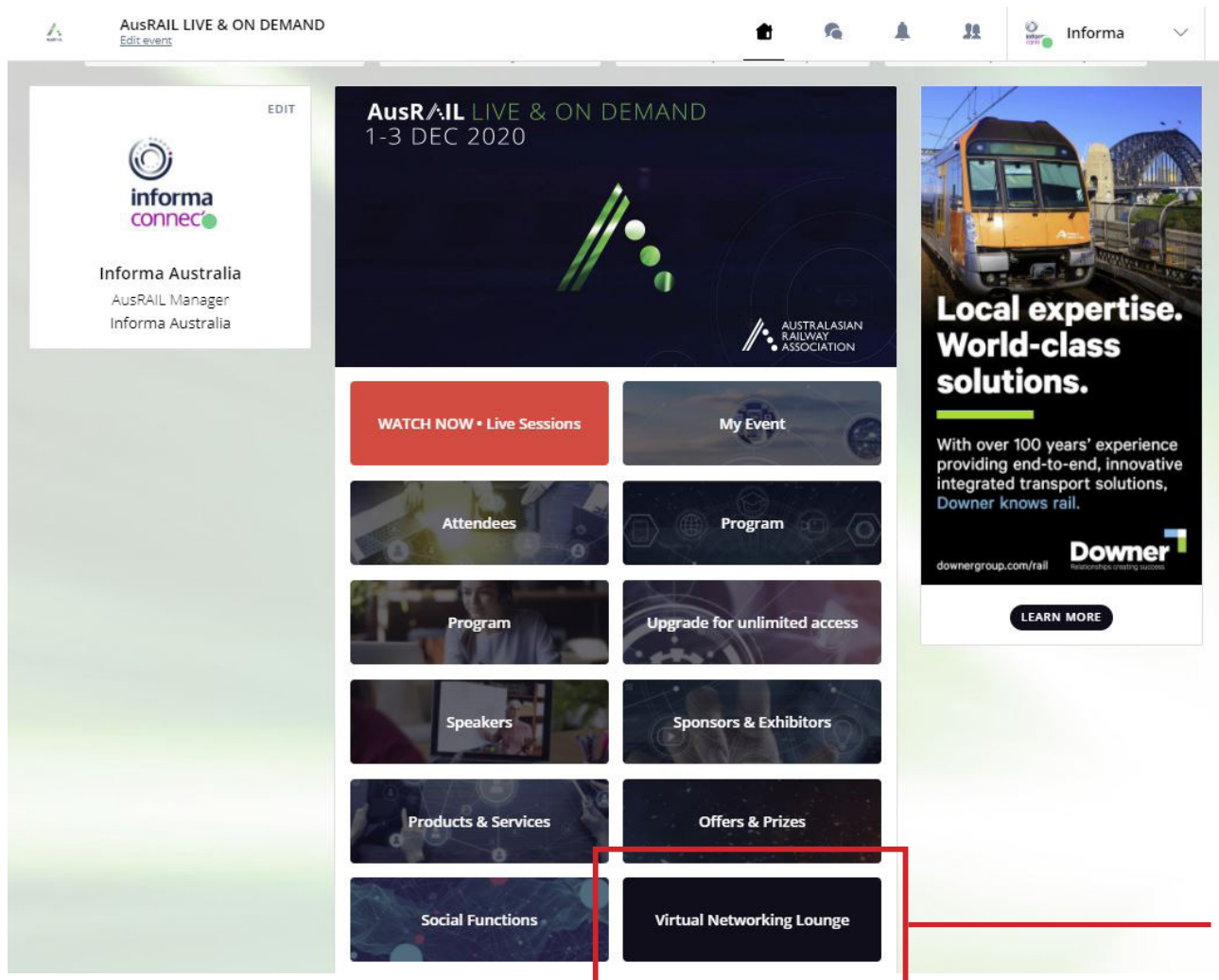## THE VIRTUAL NETWORKING LOUNGE

Join the AusRAIL Live & On Demand **Virtual Networking Lounge** to catch up and network with industry colleagues and clients during the event, one to one or in groups of up to six people. You will have the opportunity to join live topic chats with ARA representatives over the 3 days of the conference.

ACCESS TO THE VIRTUAL NETWORKING LOUNGE

The Virtual Networking Lounge is accessible via the main menu of the AusRAIL Live & On Demand Platform and will be open from 9.30am to 5.30pm (AEDT) each day of the conference. It is available to delegates, speakers, sponsors and exhibitors.

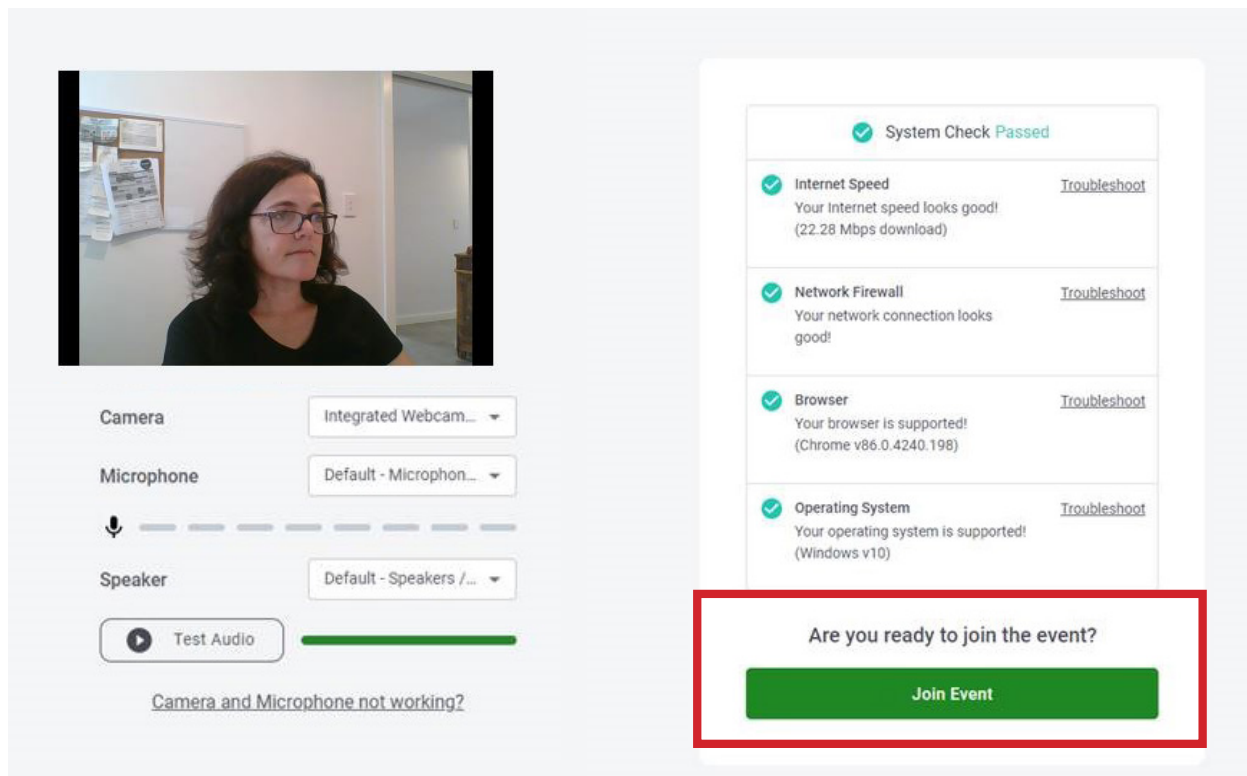For the best experience we recommend these steps:
- Please ensure you are logged into the AusRAIL Live & On Demand Platform using Chrome, Firefox or Safari.
- The Networking Lounge will work on Desktops, Laptops and Mobile Phones. Tablets are not supported at this time.
- Close all other applications that require use of your camera and microphone (eg Zoom or Microsoft Teams), as well as memory intensive programs (especially in Windows 10).
- Disconnect from VPN
- If prompted, please click **'Allow Remo Access to your mic and camera'.**
- If your camera and mic do not work upon first entering The Networking Lounge, please refresh your browser and/ or close the browser window and re-enter/ login again.

LOG IN TO THE AUSRAIL LIVE & ON-DEMAND PLATFORM AND CLICK **VIRTUAL NETWORKING LOUNGE** BUTTON.

SYSTEM CHECK

When you first click on the Virtual Networking Lounge button, you will see the screen pictured left (System Check). This will check your internet speed, network firewall and browser and operating system compatibility. You can also test your camera and microphone are working.

Once the system check is complete, click '**Join Event**'.

IMPORTANT TIP:
It may take some time for your system to allow access to your microphone and camera when you first enter the lounge. If at first your cam/mic does not work, please exit the Lounge (close the browser window completely) and re-enter the Lounge via the AusRAIL Live & On Demand platform menu button.

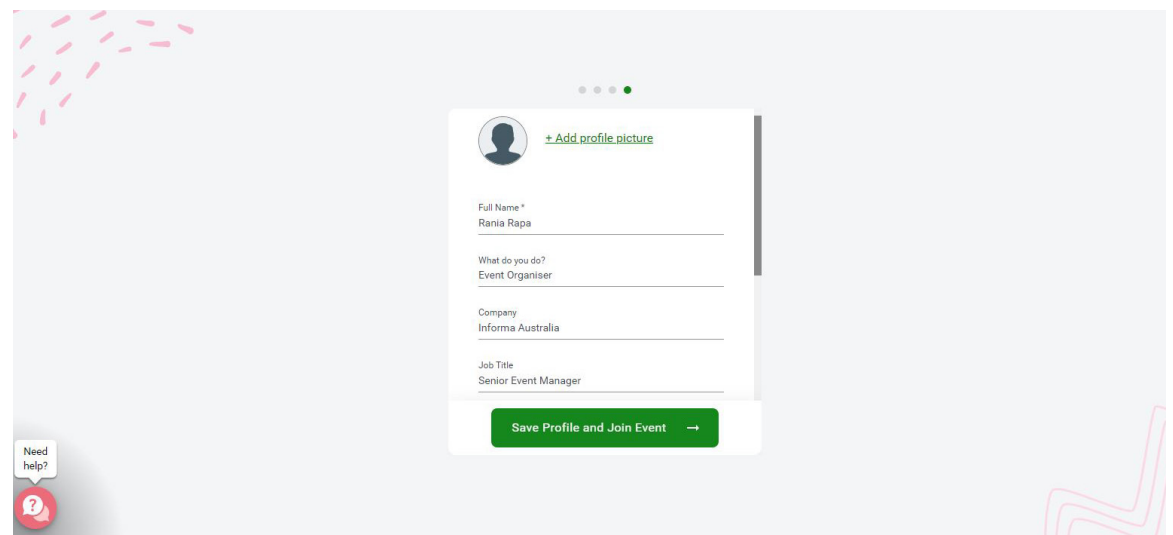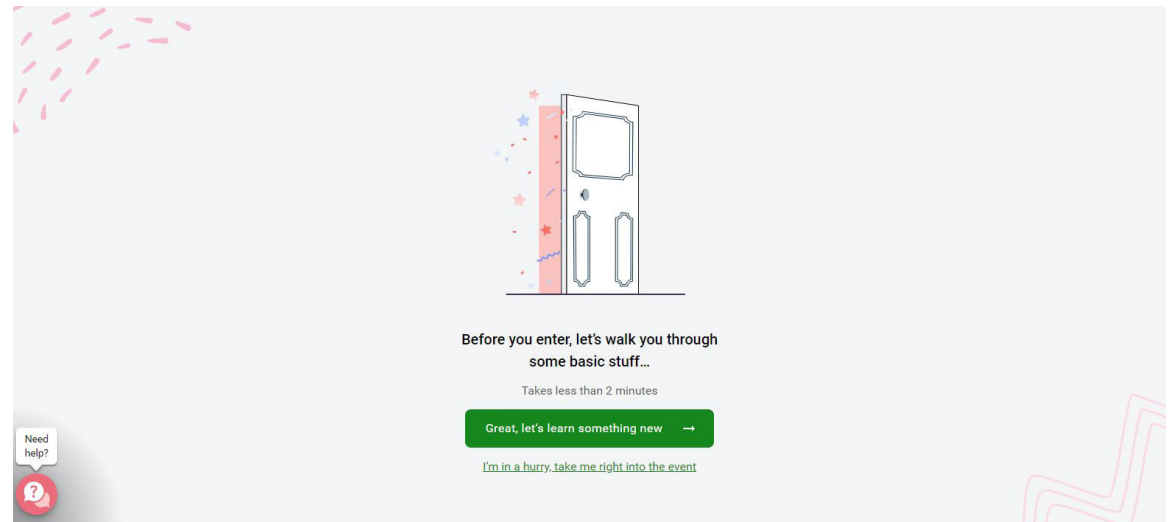## TAKE A 2-MIN GUIDED TUTORIAL - SET UP YOUR PROFILE

Upon entering the Virtual Networking Lounge you will be given the option to take a 2-min guided tutorial

The Last page of the tutorial will suggest you set up your profile, adding your full name, title, company name, profile pic and LinkedIn Profile.

We highly recommend you take a minute to do so, as this will be your 'Virtual Business Card' when in the Lounge area.

Before you enter, let's walk you through some basic stuff...

Takes less than 2 minutes

Great, let's learn something new →

I'm in a hurry, take me right into the event

Need help?

+ Add profile picture

Full Name *
Rania Rapa

What do you do?
Event Organiser

Company
Informa Australia

Job Title
Senior Event Manager

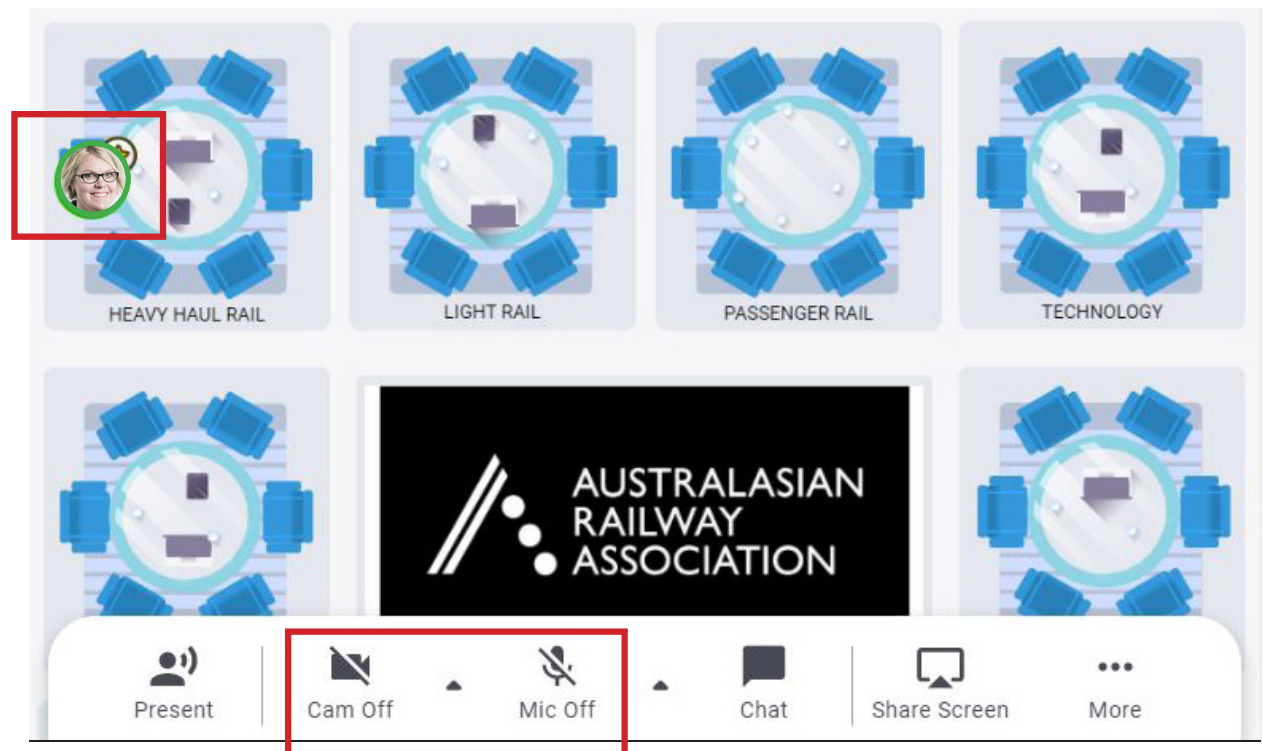**Save Profile and Join Event →**

Need help?

THE VIRTUAL NETWORKING LOUNGE

The Virtual Networking Lounge will appear as a 2D room full of tables.

You will be placed randomly at a table (you will appear as an icon with your initials or as your profile picture if you uploaded one upon entering the Lounge).

Click your camera and microphone on to join the conversation (bottom of your screen).

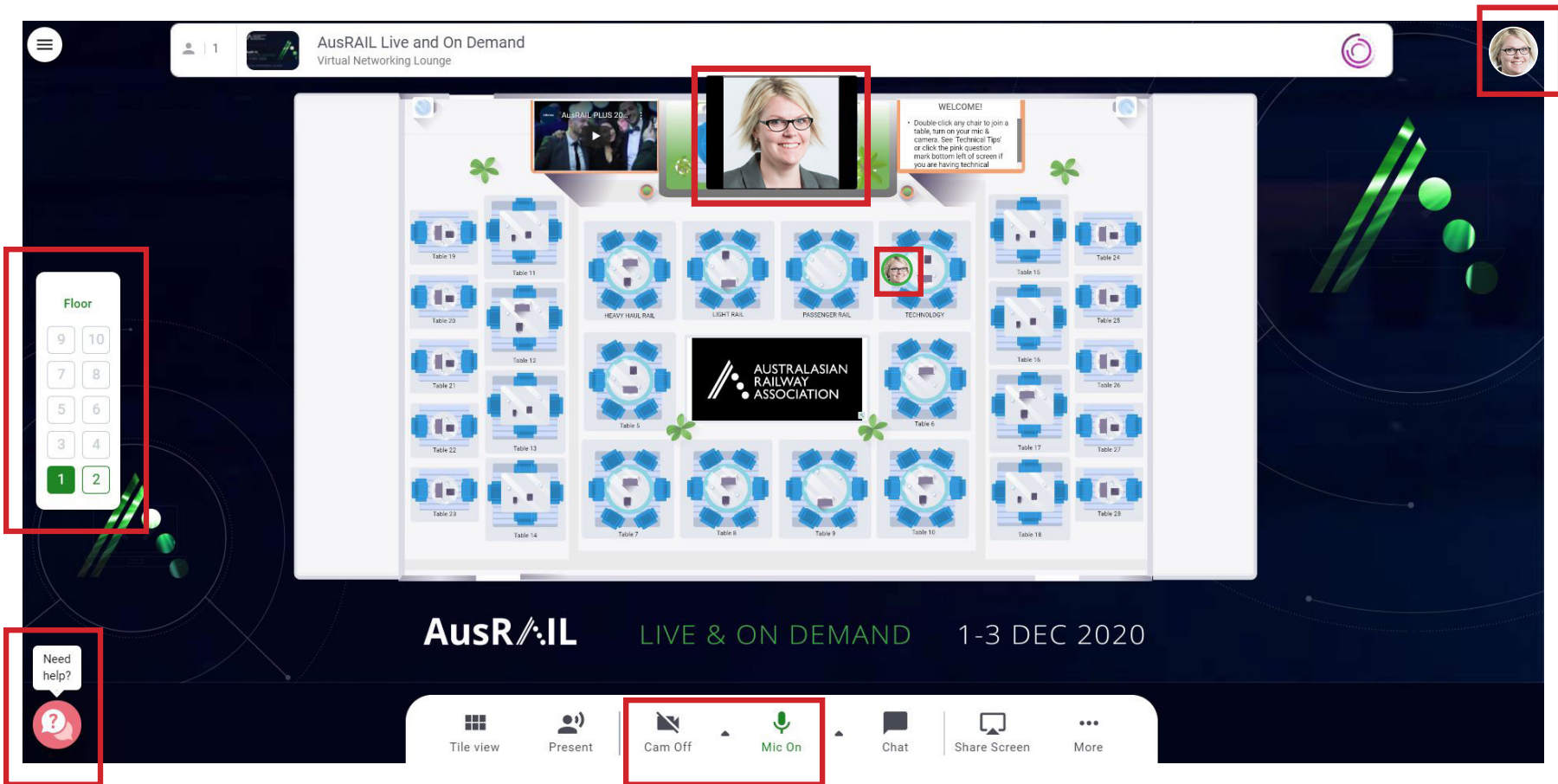Double click on any empty chair to move to another table.

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Click on your Avatar in the top right hand corner to upload your profile pic and add your 'virtual business card details', including link to your LinkedIn Profile.

There are two floors in the AusRAIL Virtual Networking Lounge (100 people max per floor). Click on level 1 or 2 to move from floor to floor.
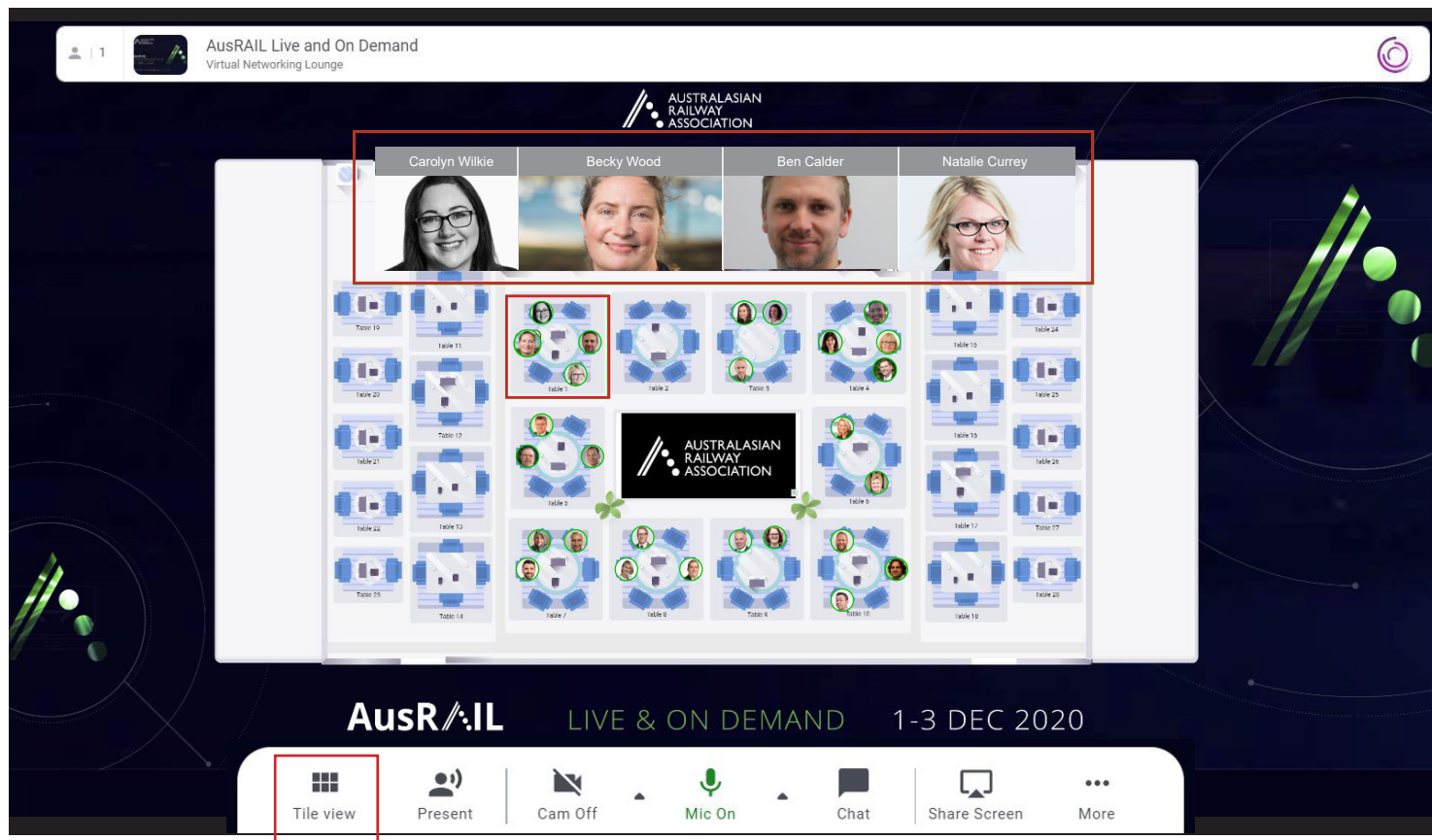
Click on the 'Need Help' icon if you need assistance when in the Lounge

If you leave your camera turned off, others seated at the table will just see your profile picture.

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All the people seated at your table will appear at the top of your screen (as their profile pic or live video feed if their camera is turned on)

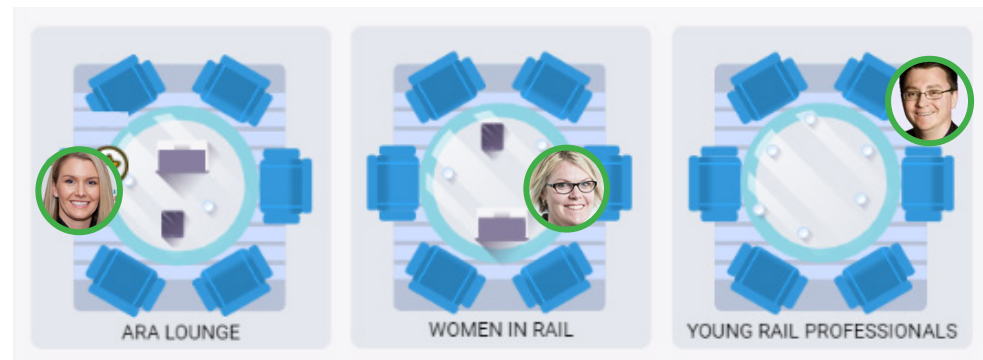Click on 'Tile View' to increase the size of these screens / go to full screen mode - see next Page.

Click on 'Back to Floor' to see the entire floorplan again/ return to small screens at top.

JOIN A LIVE TOPIC DISCUSSION

You will have the opportunity to join live topic discussions with ARA staff over the three days of the conference.

ARA LOUNGE   WOMEN IN RAIL   YOUNG RAIL PROFESSIONALS

Tuesday 1 December - Thursday 3 December

(9.00am - 5.00pm):
- ARA Lounge
- Women in Rail
- Young Rail Professionals

Tuesday 1 December

1.30pm - 2.00pm
- Accessible Rail
- Rail Industry Worker
- Young Rail Professionals

2.55pm – 3.30pm
- Heavy Haul

Wednesday 2 December

9.15am – 9.45am
- Freight
- Passenger
- Sustainability
- Supplier Chain
- Workforce
- Women in Rail

12.55pm – 1.30pm
- Technology

1.30pm – 2.00pm
- Technology
- Asset Management
- Rail Industry Worker

Thursday 3 December

(1.30pm – 2.00pm)
- Hydrogen Fuels
- Young Rail Professionals
- Rail Industry Worker

AusRAIL LIVE & ON DEMAND
1-3 DEC 2020

AusRAIL Live and On Demand
Virtual Networking Lounge

WELCOME!
- Double-click any chair to join a table, turn on your mic & camera. See 'Technical Tips' or click the pink question mark bottom left of screen if you are having technical

HEAVY HAUL RAIL   LIGHT RAIL   PASSENGER RAIL   TECHNOLOGY

AUSTRALASIAN RAILWAY ASSOCIATION

Table 19 Table 11 Table 24 Table 15
Table 20 Table 5 Table 6 Table 25
Table 21 Table 12 Table 16
Table 22 Table 13 Table 26
Table 23 Table 17 Table 27
Table 14 Table 7 Table 8 Table 9 Table 10 Table 18 Table 28

Messages   ✕

🔍 Search by name...

PUBLIC CHAT

G   **General Chat**

◎   **Table Chat: TECHNOLOGY**

PRIVATE CHAT

T   **Tina Karas**

A   **Anthony Anemogiannis**

     Jacqueline Murkins

AusRAIL LIVE & ON DEMAND 1-3 DEC 2020

Present | Cam Off | Mic Off | Chat | Share Screen | More

PUBLIC CHATS:

General Chat:
Post comments to the entire Lounge

Table Chat:
Post comments to those seated at your table (only those seated at that table at one time will see these comments. A new person joining will not see previous comments.

PRIVATE CHAT

Search for a person in the search bar, double click on their name and post them a private message.

Click on CHAT at the bottom of the screen to launch the side bar panel with chat options

AusRAIL LIVE & ON DEMAND
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Click on an attendee's avatar/ profile pic to see their 'virtual Business Card'. You can message attendees directly from this business card.

To edit your own business card, click on your avatar and click the 'pencil' icon.

Edit Profile

Change Profile Picture   Remove

Full Name *
Natalie Currey

Headline

Company
ARA

Job Title
General Manager - Supply Chain

Meeting Schedule Link (e.g. Calendly)

LinkedIn Public Profile URL
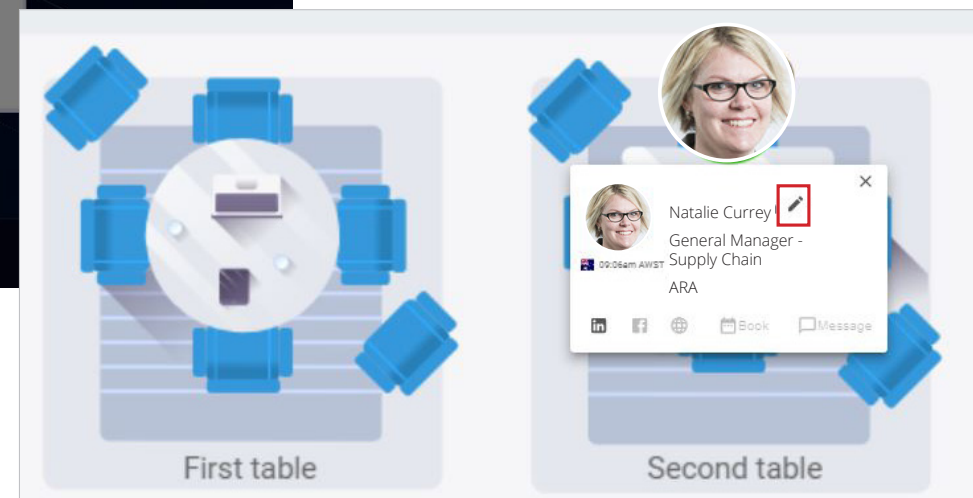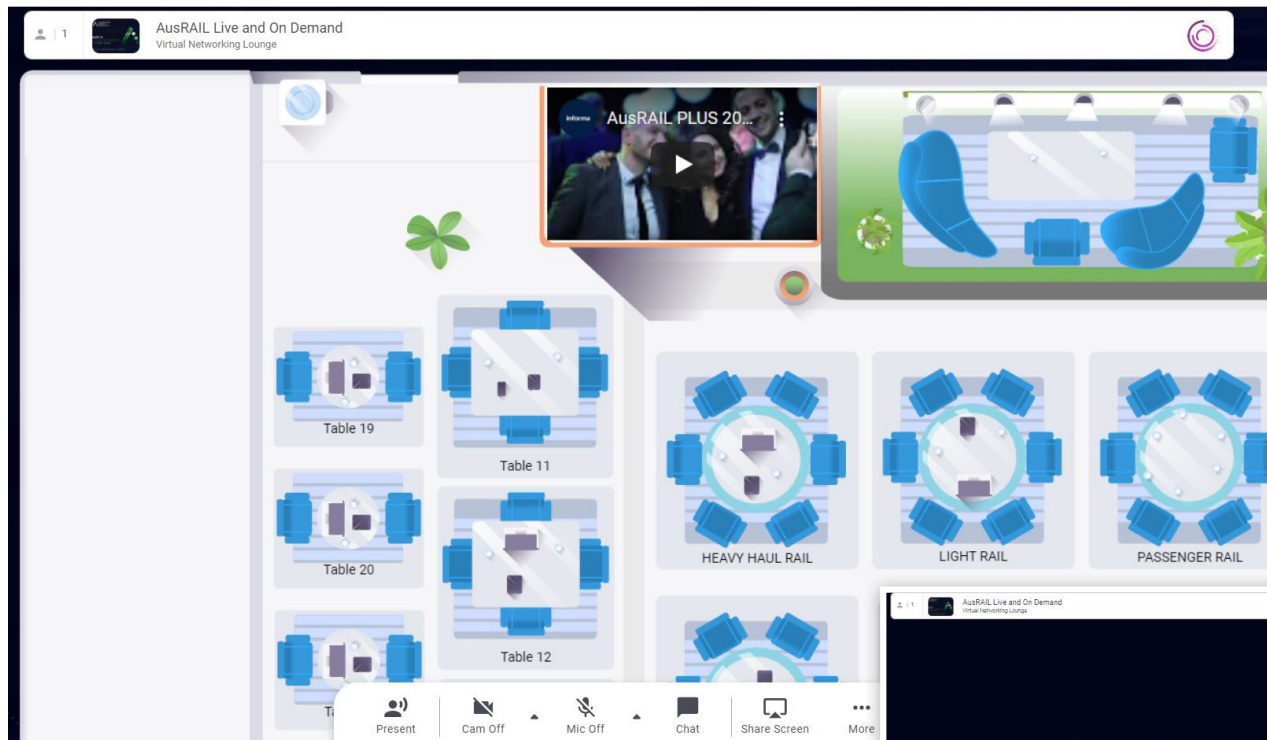https://www.linkedin.com/in/nataliecurrey

Facebook Profile URL

Website
https://www.ara.net.au

Save Changes   Cancel

Present   Cam Off   Mic Off   Chat   Share Screen   More

First table   Second table

Natalie Currey
General Manager -
Supply Chain
ARA

AusRAIL LIVE & ON DEMAND
1-3 DEC 2020

If you cannot see the full Lounge area or some tables are hidden, please use your mouse wheel to scroll in and out/ zoom in and out.

You can also left click your mouse and hold - move your mouse around the screen to move the floorplan around.