

VIRTUAL CONFERENCE USER GUIDE

CONFERENCE STRUCTURE

This year's conference will be on two platforms: Zoom and Brazen. We will be holding our workshops and keynote sessions on Zoom, and the career fair on Brazen. All the conference material, such as Zoom meeting links and company information, can be found on Brazen. To attend the conference, please follow the following steps.

1. Register

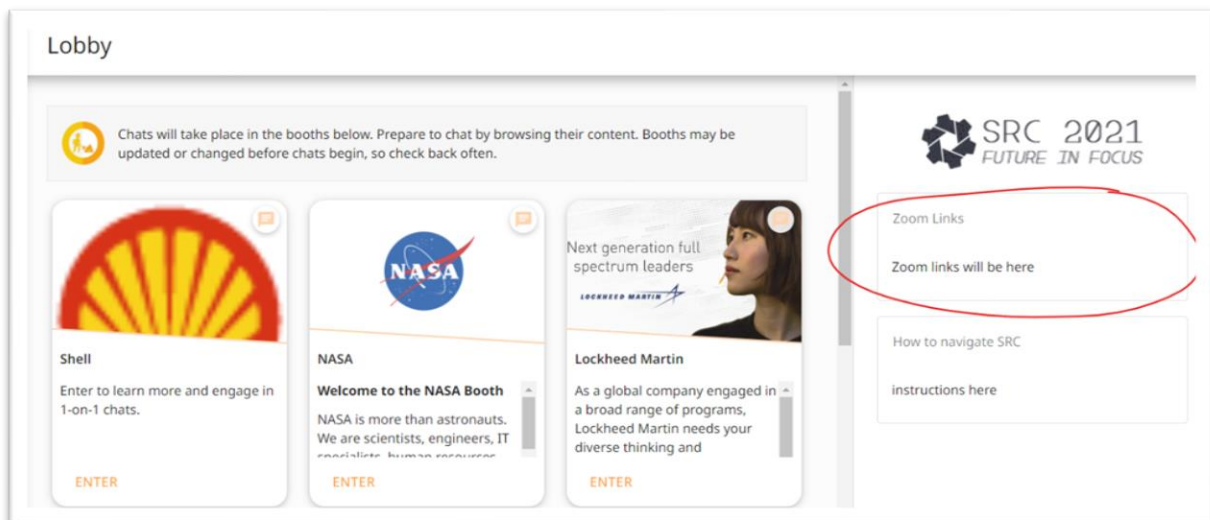
In addition to registering via the Google Form, you will also need to make a Brazen account so you can access conference materials. Use the link in the registration email to sign up.

2. Update Zoom

Many of our workshops involve activities in breakout rooms. In order to best access every zoom feature and minimize issues, you should download Zoom and update to the latest version.

3. Conference Day 1

On the first day of conference, March 19th, please log on to Brazen from the same link you used to register before 4:30 PM EST so you can access the Zoom links. They will be found in the Brazen lobby. Brazen will say that the event starts at 2:30 PM EST on March 20th. *This time is only for the career fair.* You still need to log in to Brazen to access workshop links.



4. Conference Day 2

Conference day 2 will begin at 11:00 AM EST on March 20th, with our keynote presentation. Like Day 1, all Zoom links will be available in the same content box as last time, though this may be rearranged to put today's workshops and events at the top for easy access.

5. Career Fair

At 2:30 PM EST, we will be switching to using the Brazen booths in order to interact with companies. When the event goes live, each booth allows you to enter a queue, in which you will wait in a line to speak with a representative for up to 15 uninterrupted minutes. You may enter 3 queues at once. While you wait for your turn in the queue, we encourage you to try out the SASE networking booth, where you can chat with your peers and other conference attendees. A couple companies will be conducting networking events during this time as well, which you can attend via Zoom.

6. Closing

After career fair, you can attend our closing ceremonies via the link in the Brazen lobby.

7. Post-Conference

We encourage you to fill out the post-conference survey so we can improve your conference experience. You can also log back into Brazen and revisit any company's booth if you wanted to review any information.

Help Desk

During both days of conference, you can use the Zoom help link on Brazen for any technical assistance you may need. If you are having an issue with Brazen directly, please use their 24/7 live chat support. If none of these options work for you, please contact us at serc21a2@gmail.com.

MAXIMIZE YOUR CONFERENCE EXPERIENCE

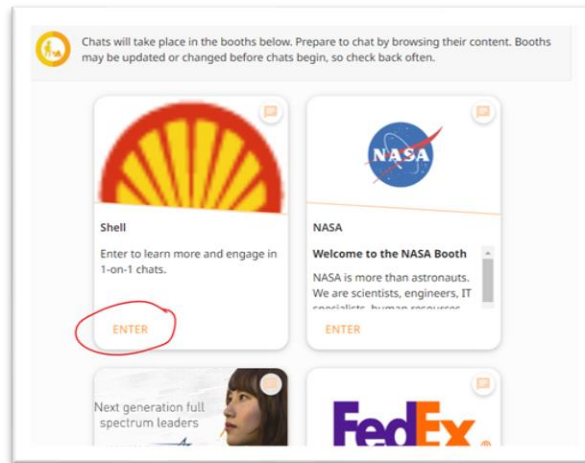
Be Engaged!

At a virtual conference, engagement can take on many forms. Whether this be as simple as turning your camera on or participating in a discussion, we recommend that you take any opportunities to do so.

Visit the Company Booths Before the Conference!

After you complete your registration, you will be able to see each company's booth by clicking Enter. Each booth has a variety of different things, and can include information about the company, job opportunities, and videos. This will help you gauge which companies you want to visit, and how to maximize your time.

After half of the allotted career fair time has passed, you will also be allowed to rejoin a company's queue in case you need to finish up a conversation or want to hear from someone new.



Connect with Others!

The South Regional Conference includes many opportunities to connect with others. We encourage you to come to the after-social on the SASE South discord, as well as take advantage of the SASE networking booths to meet other students, recruiters, and participants.

Try New Things and Get Involved!

It does not matter if this is your first conference or your fiftieth. There's always something new to explore. If you've never connected with someone on LinkedIn before, this is the time to do so. If you're interested in professional development, check out our amazing workshops.

If you attend 3 out of 4 workshops and fill out a post-workshop survey, you will be entered to win a swag bag full of cool prizes!

FAQs

1. Help, I can't register for Brazen!
 - a. Please see our detailed registration instructions. If those do not solve your issue, you can try contacting Brazen support, our help desk (only during conference hours), or emailing serc21a2@gmail.com.
2. I do not have Zoom on my laptop.

- a. While a web version of Zoom is accessible, we recommend that you download Zoom to get the full conference experience. For a mac, you can find instructions [here](#). For a windows device, you can find instructions [here](#).
3. How do I join a Zoom meeting?
 - a. Please refer to the following Zoom support article [here](#).
4. My Zoom is not working, what do I do?
 - a. Update your laptop to the latest version of zoom and double check your Wi-Fi connection. Instructions for updating can be found [here](#).
5. How do I get to the meeting from each Zoom link?
 - a. Simply paste the link into your browser. Every digit after *zoom.us/j/* is also the meeting ID, which you can manually enter in the Zoom application.
6. What is a Brazen booth?
 - a. A Brazen booth is similar to a company booth at an in-person career fair. It consists of company information and job opportunities, and is staffed with company representatives during the career fair.
7. Does Brazen let me pick what representative I want to talk to?
 - a. Brazen does not let you pick which representative you are speaking to. You are matched with a representative who is available when you are at the top of the queue.
8. A workshop is supposed to start, but I cannot enter it.
 - a. Be patient. In a virtual environment, things come up all the time. Sometimes we need another minute or two to get ready. Rest assured, we will be working our fastest to get you what you need.
9. What happens if I am first in line for two queues?
 - a. Brazen prioritizes queues based on when you joined them. If you joined queue A at 2:32 pm, and queue B at 2:34 pm, you would speak to company A first. Then, after you are done, you will still be first in line for the other company and get to speak with them.

BRAZEN REGISTRATION INSTRUCTIONS (with pictures)

1. To register for the conference, you will have to register for Brazen in addition to filling out the Google form. Use the link sent to your registration email.
2. You will be taken to a page with conference information and a button that says Register Now.



3. After clicking the button, you will see a sign-up screen in which you can create an account with Brazen. Please use the email that you filled out the Google form with. Click sign up to complete this process.



4. Next, you will be asked to fill out an event registration form. While this form is like the Google form you filled out, it allows companies easy access to pertinent information about you as a candidate. We recommend that you include a profile photo as well. Many of these questions are not required should you wish to keep any information private.

Event Registration

Complete your event registration

* indicates required field

Name *

First Last

Legal Name

Profile Picture

[CHOOSE IMAGE](#)

Supported file types are .jpg, .jpeg, .png and .gif.

City

State or Province

-- select one --

Country

-- select one --

5. After clicking submit, you will be redirected to a confirmation screen.

Thank you for registering!

[Add to Calendar](#)

Thank you for registering for SASE South Regional Conference 2021: Future in Focus.

An email has been sent from "Brazen" to [redacted]@gmail.com with a link to verify your account. You must verify your account to enter the event.

If you have not received the email after a few minutes, check your spam folder or [click here to resend the email](#). Please email support@brazen.com for further assistance.

If you previously verified your account you will not need to do so again. Simply click ENTER EVENT to proceed.

[ENTER EVENT](#)

6. Please be sure to verify your account so everything runs smoothly on conference day. An email will be sent to the email you registered with.