



THE MYOSITIS ASSOCIATION

The Myositis Association's Inaugural Virtual Summit
May 8, 2020, 8:00am – 7:30pm ET
User Guide

How To Login:

- 1) On May 8th beginning at 8:00am, go to the event website <https://myositis.vfairs.com/> using laptop, desktop, tablet, or phone that is connected to the internet.
- 2) Select the “Login/Access Event” button in the top righthand corner of the screen
- 3) Enter your email address, read the disclaimer about privacy, click the opt-in button and select “Login”

NOTE You can only be logged into to one devise at a time. In other words, if you have logged into your phone, but decide you would like to view the content on your computer, you will need to log out of conference on your phone.

How to Navigate the Conference:

When you first log in you will arrive in the lobby.



Navigation Panel: The navigation panel at the top of your screen will help you to navigate around the platform. This navigation tool appears at the top of every screen.



Navigating from the Lobby: You can also navigate around the platform from inside the lobby by hovering over the location where you want to go and clicking to that location (i.e- the exhibit hall, lounge).



Navigation to Platinum or Gold Sponsor's Exhibit Booth: You are able to navigate to our Platinum sponsor, Mallinckrodt Pharmaceuticals and our Gold Sponsors, Boehringer Ingelheim, Kezar Life Sciences, and Octapharma, by clicking on their signs in the lobby.

Descriptions of Tabs on Navigation Panel

Lobby: Main hub. Think of this like the home page.

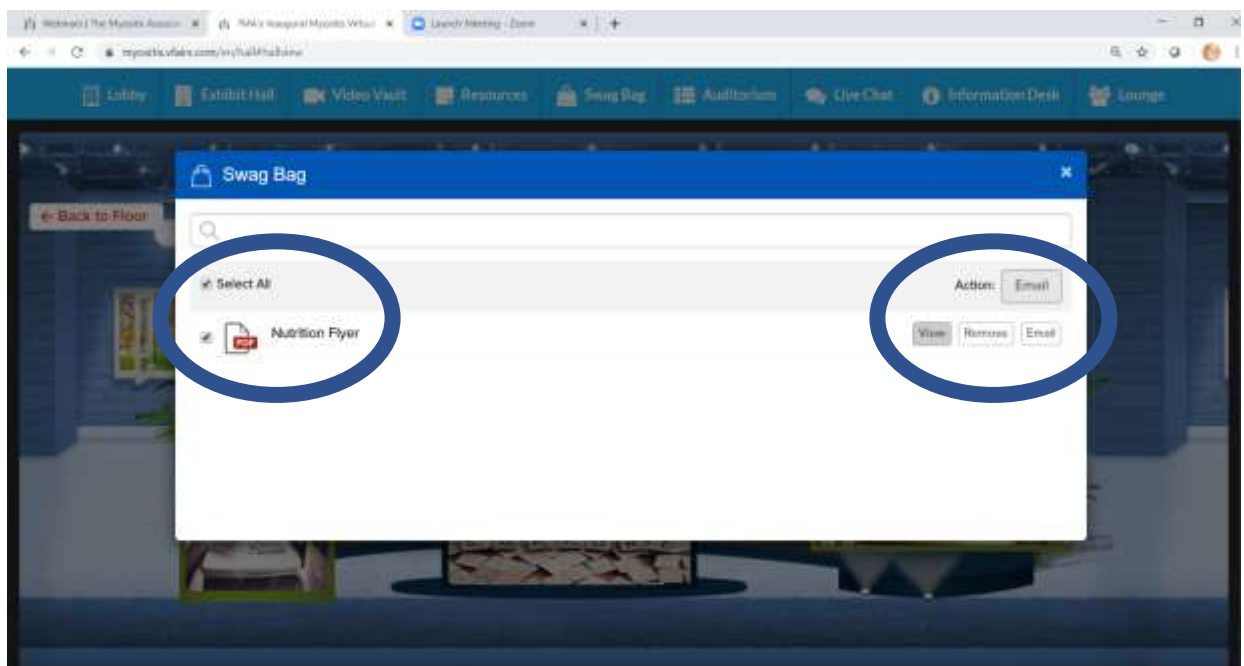
Exhibit Hall: This is where you will find 12 exhibit booths from sponsors who can share information on clinical trials, resources, and useful information. Most of the signage at the individual exhibit booths are clickable links, so be sure to click those areas for additional information. If you want to chat with someone in the booth, select Chat or go to the chat room and select their booth name.

Video Vault: The video vault will be an archive where all the summit presentations can be found during the post-summit 30-day viewing period.

Swag Bag: Add resources from the exhibitors' booths to your swag bag to email to yourself and review at a later date. When you are in the exhibit hall, select a booth. In the booth select the documents tab. In the documents tab click "+swag bag" and that document will be added to your virtual swag bag.



To email a document to yourself from your virtual swag bag. Click on the "Swag bag" icon in the navigation tool, select the document you want to email, add your email address and click send.

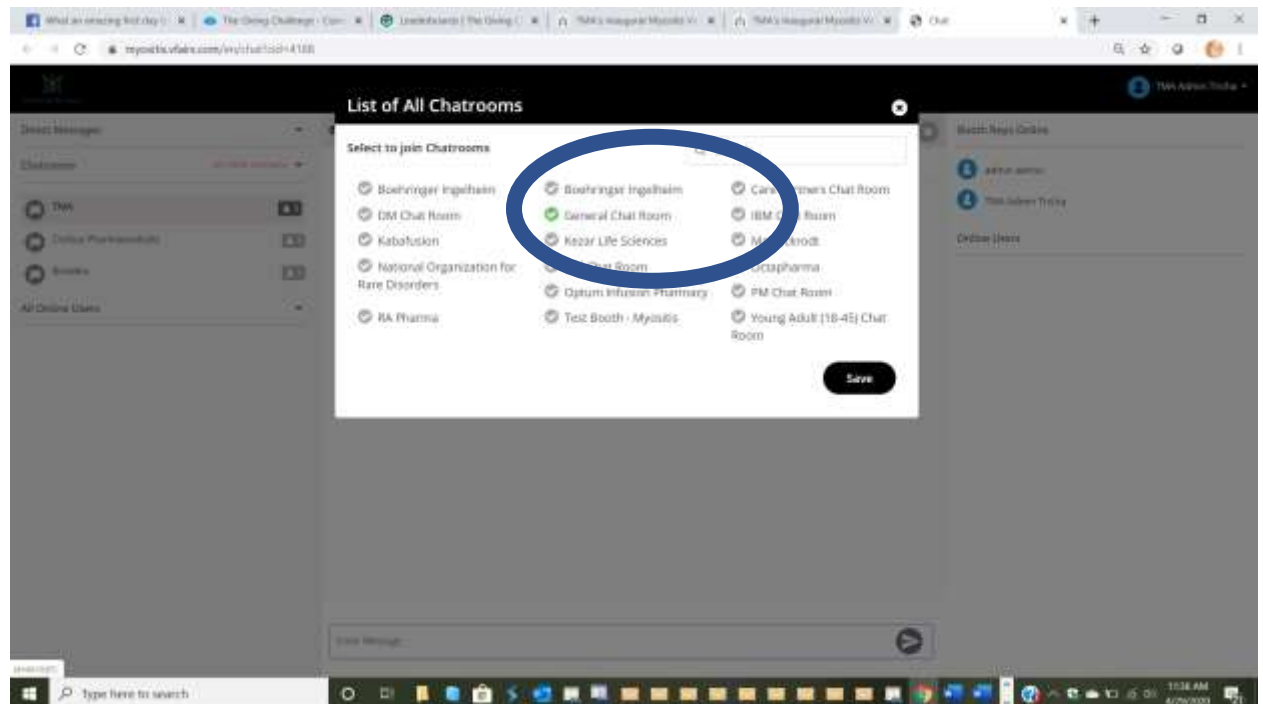


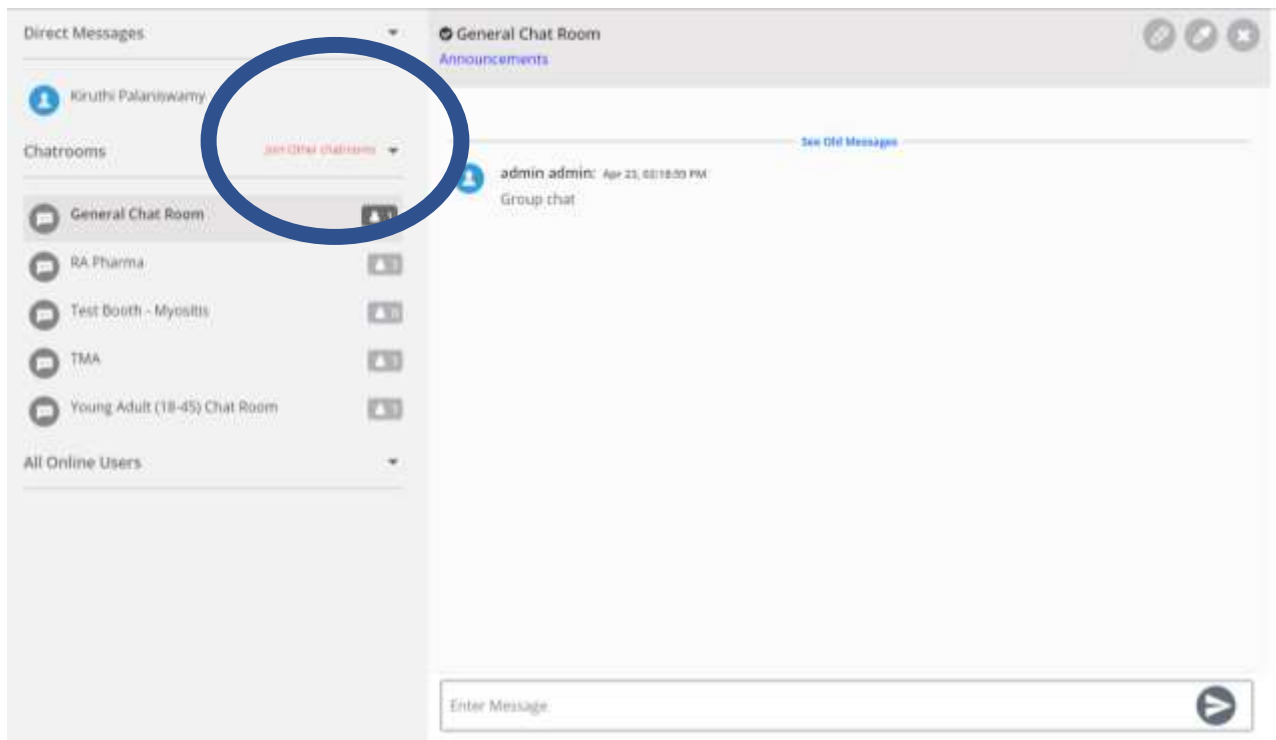
Auditorium: Visit here to view the presentations by our myositis experts. Click on the screen to view the presentation scheduled for the time you want to view a presentation.

Live Chats: Visit here to engage with other patients, care partners and exhibitors. While in the chat start your own conversation, have 1:1 discussions, partake in TMA's Tips and Tricks Conversations, or even make video calls to others all over the globe. If you join a chat room, you will receive notification that a chat is taking place in that chat room.

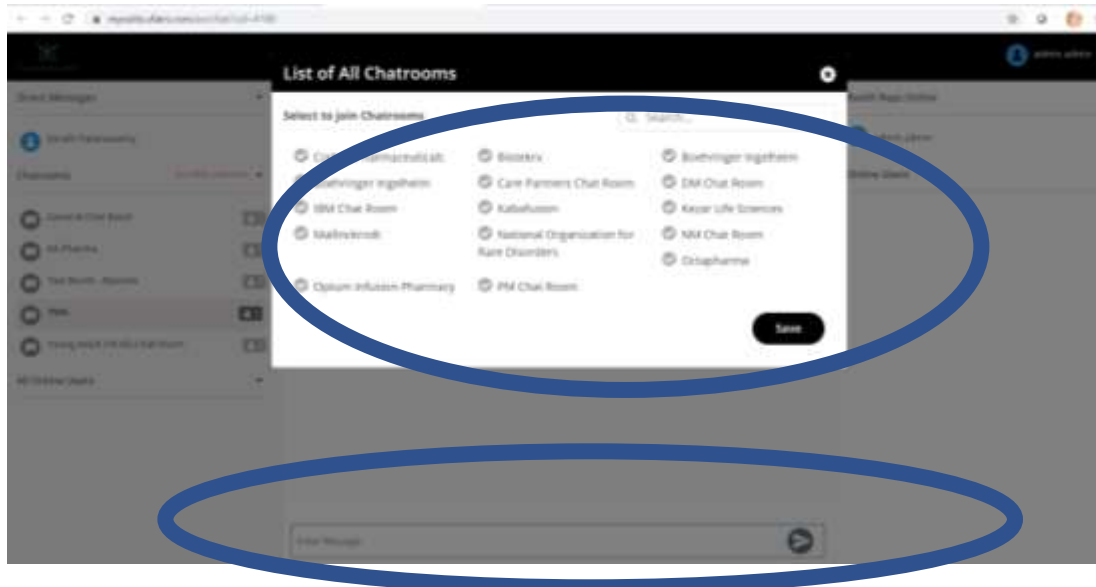
When you click the "Live Chat button" you will be taken to the General Chat room.

Please join the general chat to receive updates or notifications about the day's events for announcements about the day. To Join the chat room: Select the chat room then select Save





To see the full list of Chat Rooms that you can join, please click on “Join Other Chat Rooms”

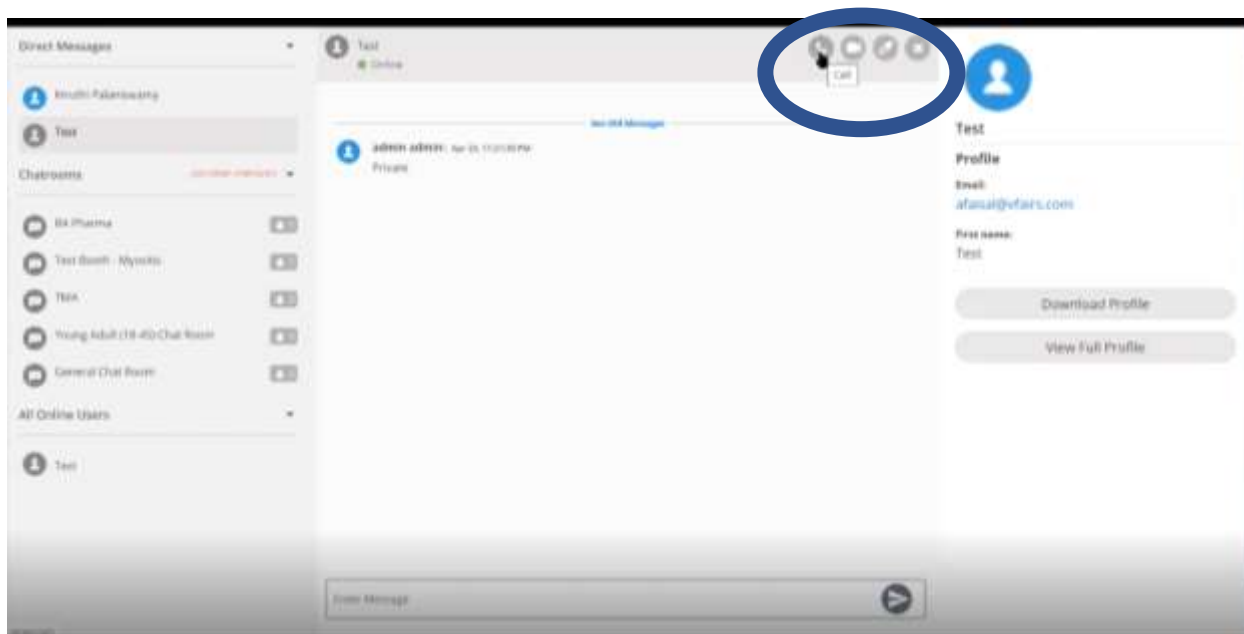


Pick the chat you want to join and then enter your message. Messages appear in chronological order.

Other Features of the Chat Room

1:1 Chat: Pick the person you would like to chat with and select “Chat Now” and then type your message in “enter message”





Call: Once you select someone to have a 1:1 Chat with, you can also choose to call them and have a live call conversation (at no charge to you) through the platform. Select the phone icon to start the call. You don't need a phone number.

Video Call: Once you select someone to have a 1:1 Chat with, you can also choose to video chat with them. Select the video icon to start the call.

Information Desk: If you have any issues during the conference, the information desk is where you can go on the day of the event to find technical support.

Lounge: The lounge will take you to some of TMA's key resources.

Note: When you navigate out to resources, or the chat room you open a different tab. To return to the platform, simply return to the previous tab. The chat tab will or resource tab will remain open unless you close it.

Don't forget to complete the TMA Scavenger Hunt (included in this email) for the chance to win a \$50 Amazon Gift Card. There are 4 cards available in this drawing. All Scavenger Hunt entries must be fully complete (with the right answers) to tma@myositis.org by **no later than May 8 at 6:30pm ET**.