SCAH 2023 JOINING INSTRUCTIONS

We are delighted that you can join us for SCAH 2023. These are your joining instructions with details for both virtual and in-person attendance. This email confirms your place and provides information on how to use the conference app for both in-person and virtual attendees. If you are joining us in Manchester, details about how to find the venue and full agenda can be viewed on the SCAH website www.smokingcessationandhealth.co.uk or further down this email.

If you have confirmed an in-person place but now need to switch to virtual, please let us know as soon as possible, so we can manage our on-site numbers. You automatically have virtual access and can follow the instructions below.

As a hybrid event we aim to maximise the experience for all participants, whether you are joining us in Manchester, joining virtually or viewing the presentations and panel discussions later on-demand.

You have been registered to the conference app (Whova) where you will be able to view the Speaker ppt. slides, follow, and contribute to the online community chat/discussions and submit questions for the panel debates.

JOINING VIRTUALLY & USING THE APP

For those that are joining virtually you will be able to follow SCAH via a "Live Stream" on the conference app. To view the agenda, start/finish times please refer to the SCAH website agenda page or follow the link https://www.smokingcessationandhealth.co.uk/agenda-2023/

<div align="center">

VIEW AGENDA HERE

</div>

Videos of speaker presentations and the panel discussions will be added to the virtual platform within 7 days of the live event for you to watch/re-watch later and will be available to all delegates for 3 months after the conference. You will also be able to catch up on breakout sessions that you could not attend.

If you are attending in-person, you can mute the live stream, but still follow/contribute to the live chat and benefit from viewing the speaker slides as they present.

Step 1: Download/access Whova

You can watch the Summit on either a desktop or mobile/tablet but you must first set up a Whova account. You must use the same email address for your registration (the email address we have used above) for your Whova account

- To Watch on Desktop: Please follow this link or paste this URL to your browser: **https://whova.com/portal/webapp/scahs_202309/**
- Please use a modern browser such as Microsoft Edge/Chrome. Internet Explorer is NOT recommended.

Or

- To Watch on Mobile/Tablet: You'll need to download the mobile/tablet app from your app store or marketplace, search for *Whova*.

Step 2: Set up your Whova account

Once you have accessed the webpage or app click **"sign up"**, enter the email address you registered with and create a password. You will now have access to the event. You will have the opportunity to add a photo and edit your profile if you wish.

FAQs

- **Logging in:** If you've received joining instructions from us, you are registered for the event. When accessing Whova ensure you're using the same email address you registered for the event with. This will be the same email address we have sent the joining instructions to.
- **Already have *Whova* App installed:** When you have *Whova* installed already, it may not recognise that you have been added to the attendee list for this particular event. Uninstalling and reinstalling the app will usually rectify this.
- **Troubleshooting:** Most technical glitches (e.g., no sound, cannot see a session etc) are fixed when closing the app or web browser window and re-opening again. And/or, if accessing via desktop, by ensuring you use the chrome browser or a modern browser. You must have cookies enabled on your PC/device.
- **Firewalls:** Some academic/public institutions can have strict firewalls, which restrict or prohibit access to event platforms like Whova. If this is the case, you may wish to use a tablet or mobile to access the conference– we recommend you attempt to log-in before the conference, so that you can check whether everything works OK and seek support if you are having any difficulties.

JOINING US IN MANCHESTER

The Holiday Inn is in the heart of Manchester City Centre. 0.1 miles from Manchester Piccadilly Railway Station, opposite Piccadilly Gardens Bus, and Metrolink Tram Station. Manchester Airport is approximately 9 miles away. To find out more please go to https://www.himanchestercity.com/location.html

For detailed direction to the Holiday Inn please click HERE or use the button below.

DIRECTIONS TO THE HOIDAY INN

- Piccadilly Gardens bus station – 50 m
- Piccadilly Gardens Metrolink tram stop – 50 m
- Manchester Piccadilly railway station – 0.1 miles (1 km)
- Manchester Airport – 9 miles (14.5 km)

Car Parking:

Car parking is available nearby at the NCP car park which is only 3-minute walking distance from the hotel. **Click here** to find out more. Or use https://www.ncp.co.uk/find-a-car-park/car-parks/manchester-chorlton-street/

Sat Nav:
If you are travelling to us by car, please use postcode **M1 3DT**

The Holiday Inn Manchester address is:

The Holiday Inn
25 Aytoun Street
Manchester
England
M1 3DT

We very much look forward to meeting you in Manchester or welcoming you to our on-line platform, and hope you find SCAH both interesting and enjoyable. If you have any questions, please contact us at Heidi.croucher@uhd.nhs.uk or martin.lever@somersetft.nhs.uk

Kindest regards
Heidi & Martin