**Navigating CIO’s Future of Work Event**

**Your profile** isn’t just information about you. It contains any bookmarks you make to revisit people and sponsors, the sessions you add to your schedule, your customized time zone, and more. We recommend you add a photo and select your interest areas so people can reach out to you with their common interests.

Click here to open your profile. This button is found on the upper right on your screen.

Graphical user interface, application

Description automatically generated

**The main navigation** is at the top of the screen. The hamburger at right provides you with icons for What’s Happening Now, People, Event Feed and the Leaderboard.

Use the hamburger to   
 display the sub-nav to   
 see features such as   
 People, Event Feed and   
 Main navigation the Leaderboard.

Graphical user interface

Description automatically generated

**When you expand the hamburger,** first you’ll see **What’s Happening Now**. Next is **the People tab,** whichshows you speakers – you can view their profiles – as well as all attendees. Click on a profile to send a text message (“chat”) or meeting request (“meet”) to any attendee (we recommend you chat people first, then invite them to meet when they respond). Use the icons as shown below to sort by alpha order or filter based on interest area, job title, company, geo, and industry.

To focus on who is live in the environment, expand the attendee view and switch on “Show Online Attendees” (see next screenshot). A green dot will appear next to each person who is logged in.

Expand view here to   
 turn on switch to see   
 who is live in the event.

Graphical user interface, website

Description automatically generated

Use these buttons to   
sort and filter attendees.

**The Expanded people view** looks like this. Note where to switch on “Find Online Attendees.” On this screen, as on others, you can bookmark people and sponsors to visit later. Click on the ribbon icon as shown to add it to your bookmarks, which are stored in your profile.

Click this icon to add a person or sponsor to add it to your Bookmarks to revisit later. Bookmarks are in your profile.

A screenshot of a computer

Description automatically generated with low confidence