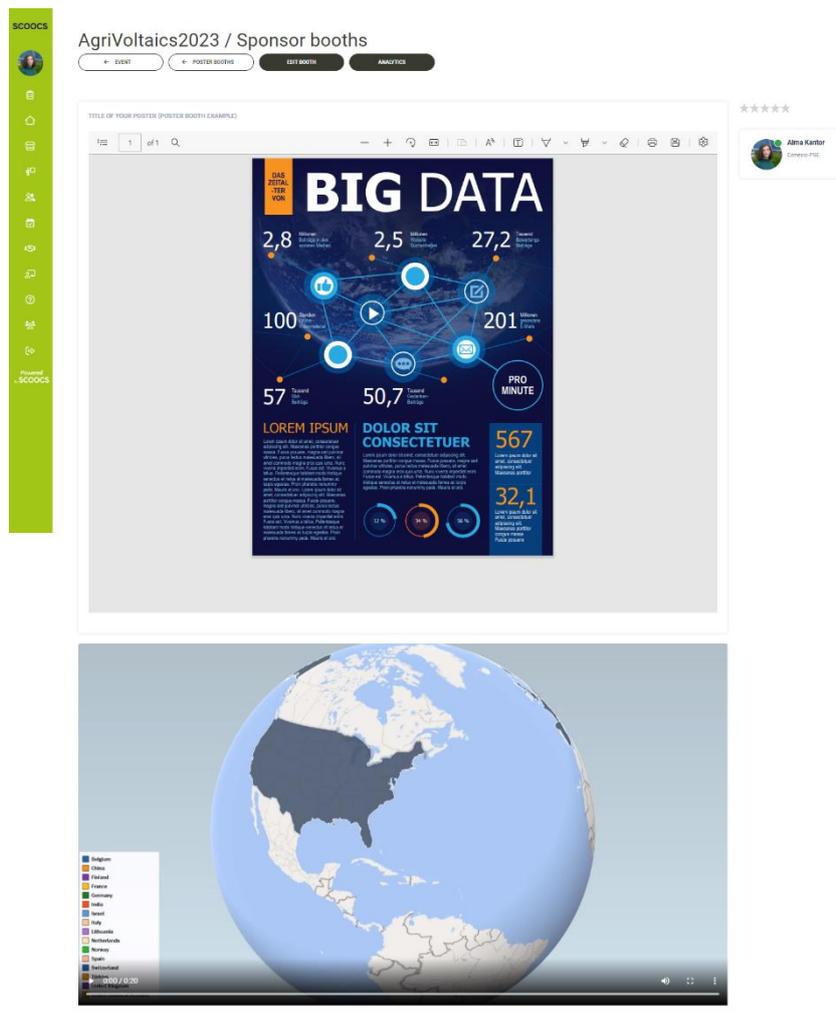




Setting Up Your Digital Poster Booth on SCOOCs

At the AgriVoltaics2023 Conference, all posters will be presented in an individual digital booth in the poster area of our conference platform SCOOCs.

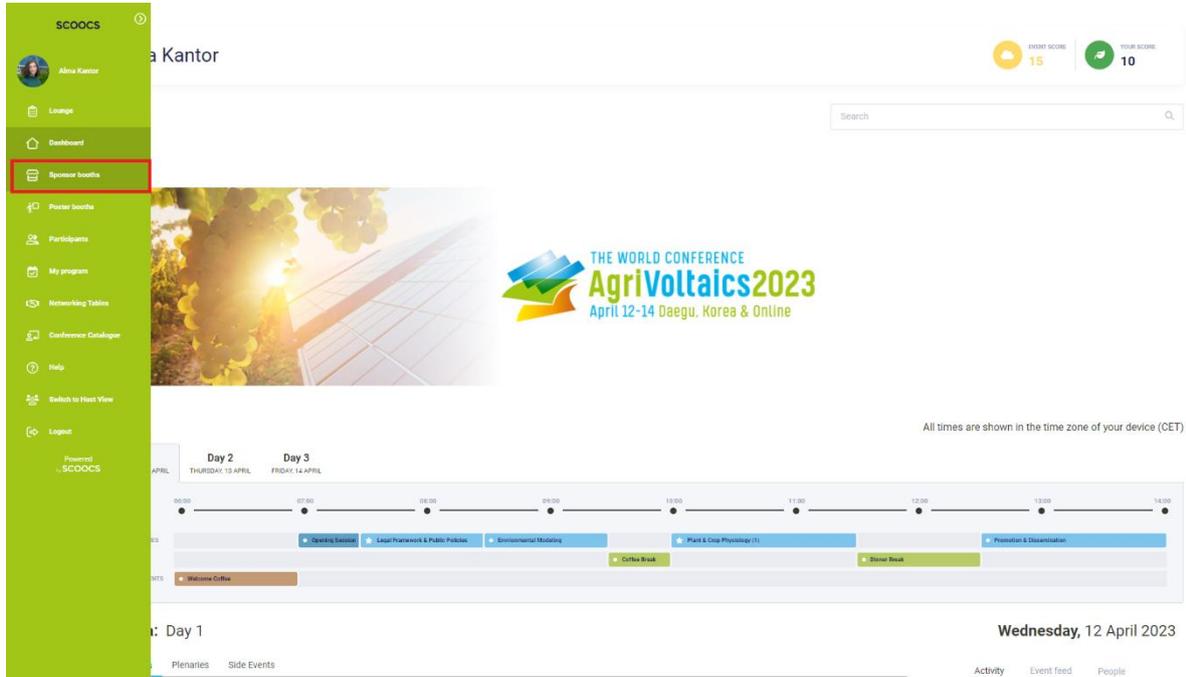
Sample poster booth:



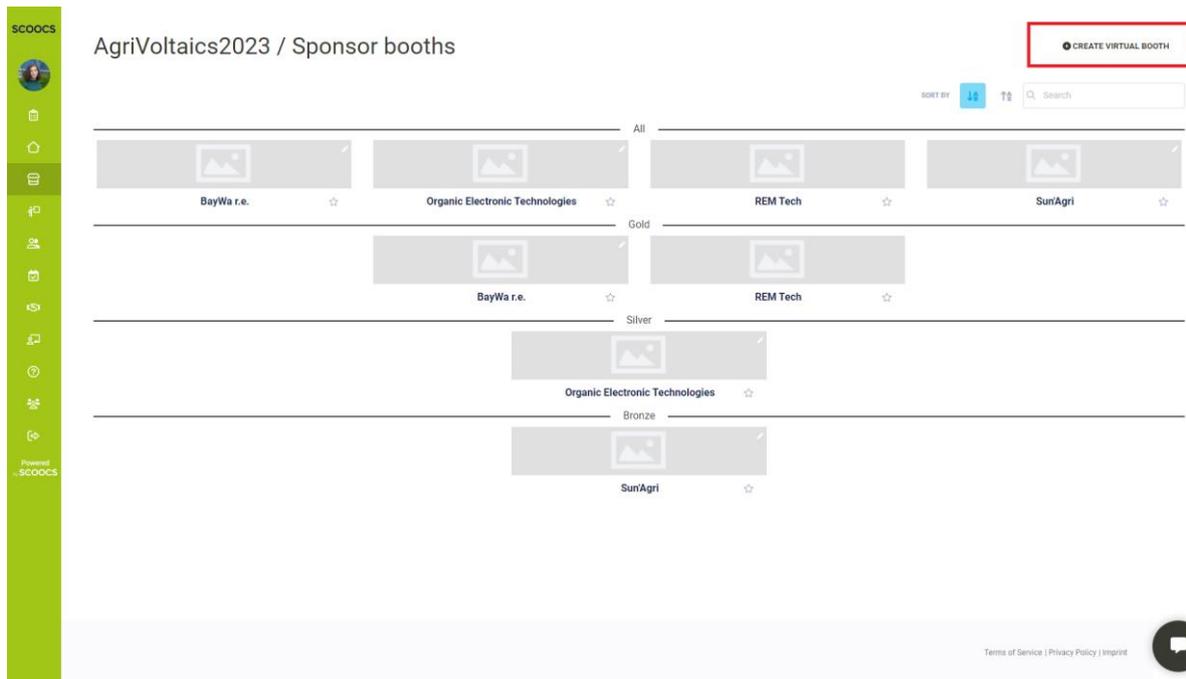
1. To set up your digital booth, please log into the AgriVoltaics2023 conference platform SCOOCs.
 - **First step: Check-in**
 - Once you have registered for the conference, you will be invited via email to join the SCOOCs platform.
 - Log in with the same email address that you used to register for the conference.
 - Once you are logged in, complete your profile and create a password.

- **Subsequent log-in:**
 - For all future log-ins, simply visit to the log-in page:
<https://agrivoltaics2023.scoocs.co/agrivoltaics2023/login>
 - Use your email address and the password that you defined when you registered
 - If you do not remember your password, simply request a new password.

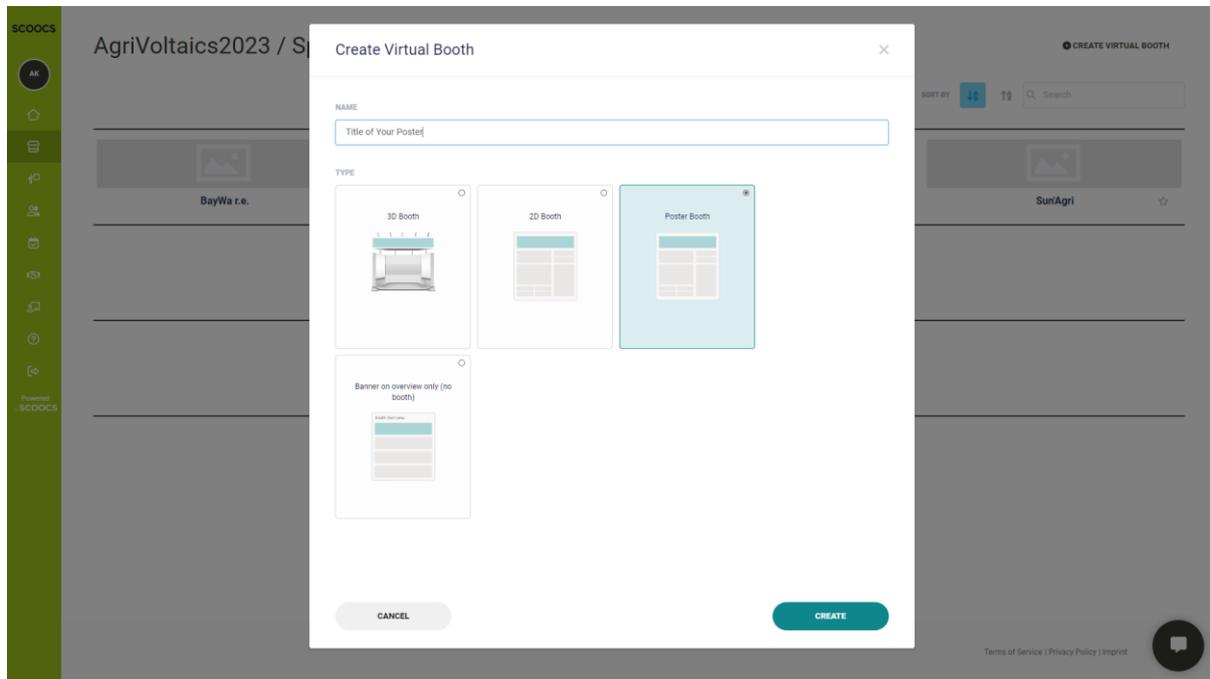
2. Once you are logged in, click on "Sponsor Booths" on the menu to the left.



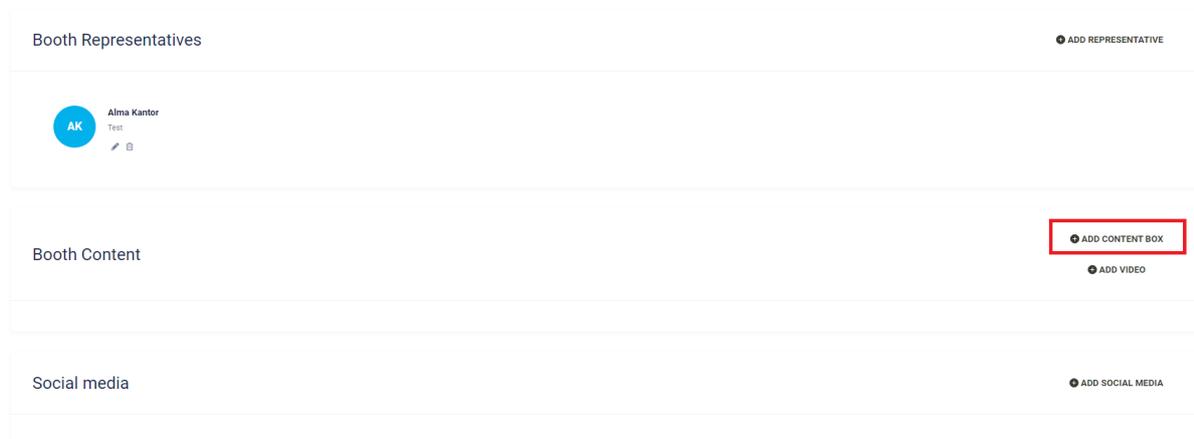
3. Click on CREATE VIRTUAL BOOTH at the top right.



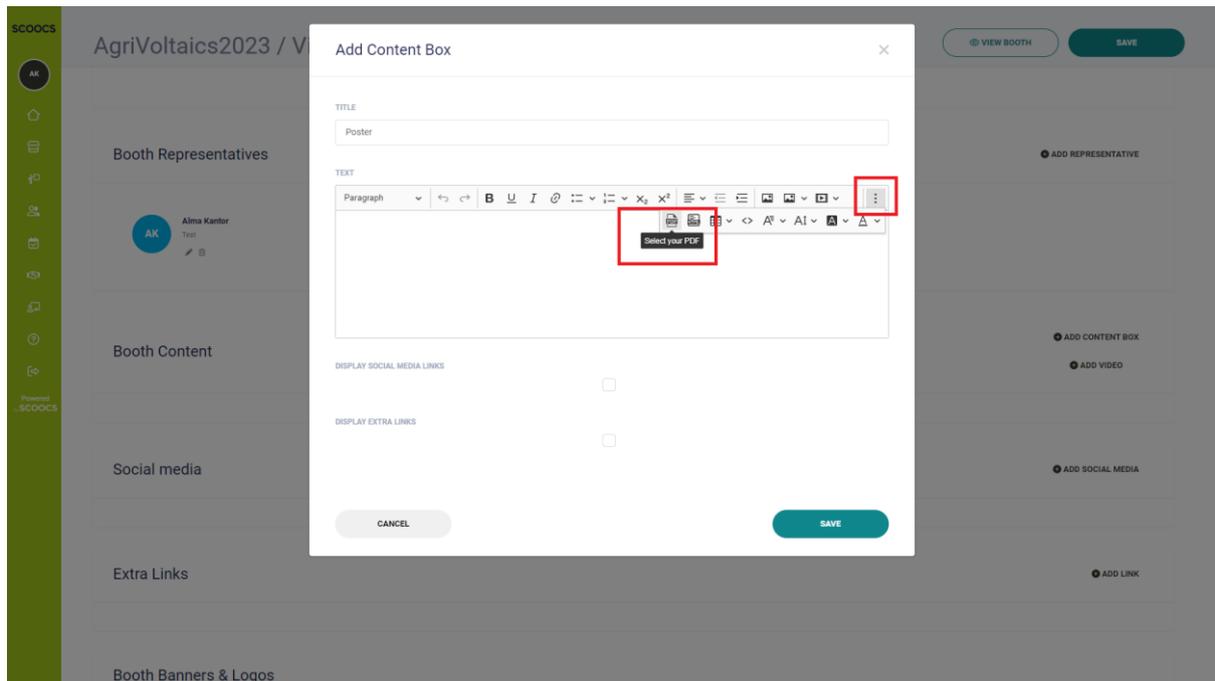
- Under NAME enter your **poster code** followed by the **title of your poster** (as they appears in the [detailed program](#) under the poster session on Friday), and then choose the “Poster Booth” TYPE. Finally, click on CREATE.



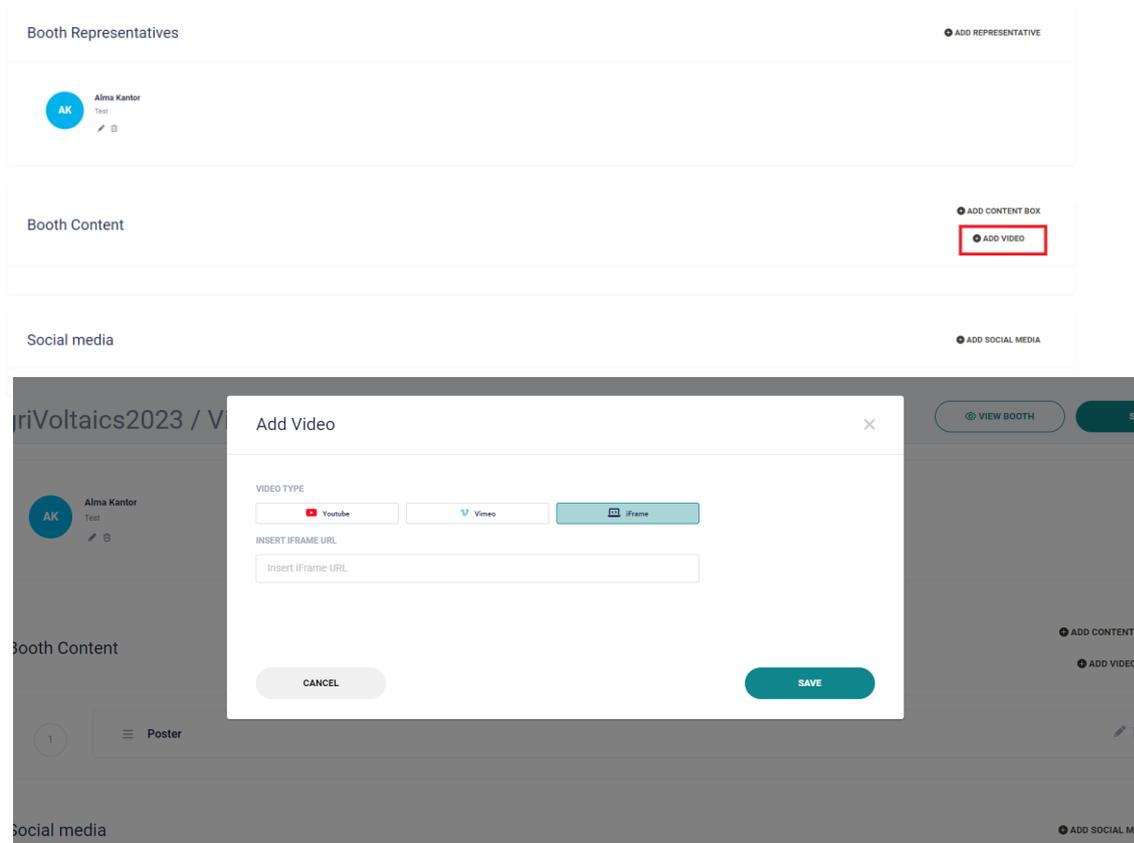
- Once the Poster Booth has been created, scroll down to “Booth Content” and click on “Add Content Box”



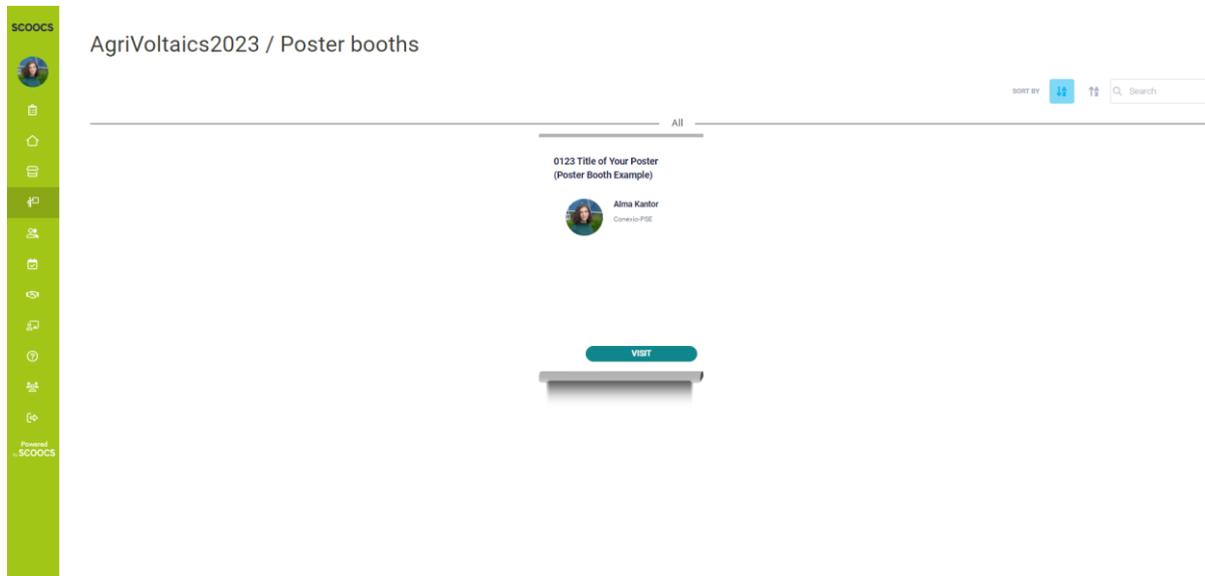
6. In the new window, enter the title of your poster once more, then select the PDF upload function, upload the poster PDF, and finally, click on SAVE.



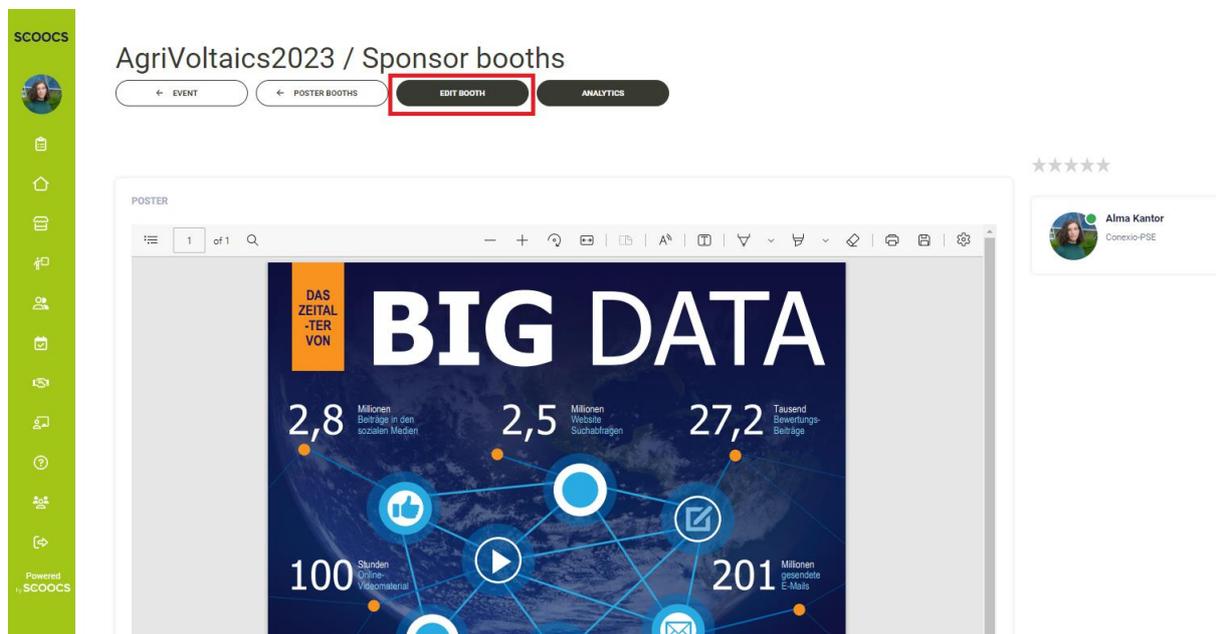
7. To add your video presentation, click on ADD VIDEO, choose the iFrame VIDEO TYPE, paste your iFrame URL (can be found in your video upload confirmation mail), and click on SAVE.



8. You may also add additional links, social media links, and banners in the appropriate sections. Do not forget to click on SAVE after making additional changes.
9. Once your poster booth is ready, you should be able to see it in the "Poster Booths" section in the menu to the left. Click on VISIT to enter the poster booth.



10. You may make changes to your booth at any time by clicking on "Edit Booth" at the top of the page.



Congratulations! You have just finished creating your digital poster booth. If you have any questions, please do not hesitate to reach out to us at info@agrivoltaics-conference.org.

We look forward to your poster presentations!

Kind regards,

The AgriVoltaics Conference Organizing Team