



NAVIGATING
THE PATH AHEAD

6CONNEX

Event Guide

ADOT

This event guide will give you important information, instructions, best practices, an overview of features and how to make the most of your experience within the virtual environment.

Live Day Preparation

1. Register for the virtual event <https://adotdbeexpo.com/>
2. Review this Event Guide prior to the live event day
3. Perform the system check and follow up with YOUR company's IT department as needed
4. On event day, visit <https://adot.6connex.com/event/ADOT/ADOTEXPO2021/> login and login using the same email with which you registered.

Expo Prep

Agenda: To view the most updated agenda before the event, visit: <https://adotdbeexpo.com/program/>

Day 1 – Wednesday, August 18th, 2021

8:00am – Introduction & Welcome

8:03am – VIP Remarks

8:08am – VIP Remarks - Update on Federal Funding

8:15am – Keynote Presentation – Update on ADOT STIP and Capital Projects

8:30am – Owner’s Panel – updates on capital programs, funding for transportation projects, updates to programs and services for DBE & Small Businesses and how to best find upcoming project opportunities.

Day 2 – Thursday, August 19th, 2021

8:00am – Introduction & Welcome

8:05am – DBESS Program Update

8:10am – Major Project Updates – I-17 Flex Lanes and the I-10 Broadway Curve Expansion

8:35am – Large Prime Contractors Panel. Contractors active in the Transportation sector will give valuable insights on how they do business and how they actively engage and encourage participation from DBE & Small Businesses.

Pre-and Post-Event Activities: EXPO & Networking Time – 7:00 a.m. to 8:00 a.m. and 9:30 a.m. to 10:00 a.m.

To make the most out of your Expo experience, check out the exhibit booths in the Exhibit Hall during the designated Expo and Networking times each day. Chat with exhibitors and other attendees to maximize your networking opportunities. Attend the virtual panels to get the latest project lead information.

Questions?

For any questions regarding the event, please reach out to Rebekah Morris, BEX, text or call (480) 709-4190 or email rmorris@azbex.com. During the Live event, please visit the Help Desk & Resource Center.

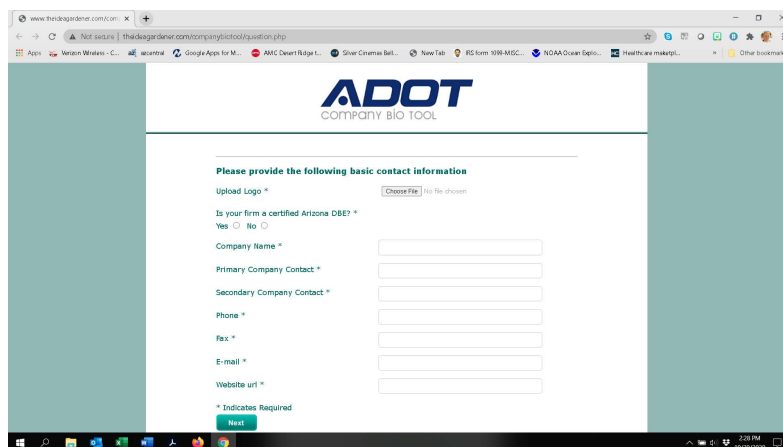


Have your Company Bio ready to share at the Expo? If not, or if you need to update it, simply use our Company Mini-Bio Tool to create a one-pager to share.

Company Mini-Bio Tool

Instructions

1. Go to: <http://bit.ly/1oALz25>

A screenshot of a web browser displaying the ADOT Company Bio Tool. The page has a teal header with the ADOT logo and the text "company bio tool". Below the header, there is a section titled "Please provide the following basic contact information". This section contains several form fields: "Upload Logo" with a "Choose File" button, "Is your firm a certified Arizona DBE?" with "Yes" and "No" radio buttons, "Company Name", "Primary Company Contact", "Secondary Company Contact", "Phone", "Fax", "E-mail", and "Website url". Each field is followed by a small asterisk indicating it is required. At the bottom of the form, there is a "Next" button and a note: "* Indicates Required". The browser's address bar shows the URL "http://bit.ly/1oALz25".

2. Select "Click here to proceed"
3. Complete questionnaire
4. Submit and then confirm submission
5. Check your e-mail (and junk mail) for a copy. ADOT will automatically receive one as well.

Have the following ready when you start:

- ✓ Your selected logo file on your computer (jpeg preferred)
 - ✓ Contact info for your company
 - ✓ List of your top six key services you offer
 - ✓ Registrations, Certifications, Licenses, ROC #
 - ✓ Insurance limits and Bonding capacity
- ✓ List of government agencies for whom you have worked
- ✓ List of companies for whom you have sub-contracted
 - ✓ List of your key equipment

Don't worry – if things change, you can always update your bio!

Login



ADOT DBE & SMALL BUSINESS
TRANSPORTATION EXPO



NAVIGATING THE PATH AHEAD

Welcome

Arizona Department of Transportation (ADOT) and partner agencies will be holding the virtual Disadvantaged Business Enterprise (DBE) and Small Business Transportation Expo on August 18th & 19th, 2021.

The event will allow attendees to learn about project opportunities, network with industry professionals and business owners and hear from transportation leaders including featured speaker ADOT Director John Hallikowski. Also participating are the City of Phoenix Public Transit and Street Transportation Departments, Valley Metro and Phoenix Sky Harbor International Airport.

Participants can chat with leaders from government agencies and other hiring companies in the transportation industry and hear about upcoming projects at ADOT, City of Phoenix Streets Transportation Department, Sky Harbor International Airport and Valley Metro. Primes can establish new DBE, SBE and SBC battling lineups.

To register, visit <https://adotdbexpo.com/registration/>. Each attendee must use his/her own email address to register. Each email enables only one person to access the event.

Event Registration: Rebekah Morris, BEX - rmorris@azbex.com or (480) 709-4190

ADOT: Francesca Martin - fmartin@azdot.gov or (602) 712-8588

Agenda/Document



[Virtual ADOT DBE and Small Business
Transportation Expo](#)

Calendar Reminders



Click here to download a calendar reminder.



ADOT DBE & Small Business Transportation Expo

Already Registered?

If you have already registered,
please log in.

Login



Sign in with LinkedIn

System Check

Login using the
same email
address you
registered with!

Profile

The screenshot displays the 6Connex Virtual Partner Campus interface. The top navigation bar includes the Salesforce logo, the text "Virtual Partner Campus", a search bar, and a user profile section. The user profile section shows "Now Attending: 1" and "This Location: 1" with a gear icon (1) for editing. A dropdown menu (2) is open, showing options: "Edit Registration Info", "Download My Data", and "Email Inbox". The main content area features a "Welcome Partners" banner and a "Registration" form (3). The form includes fields for email, name, company, phone, and country, along with a "Profile Image" section. A "Submit" button (4) is at the bottom right of the form.

Virtual Partner Campus

Search this site

Now Attending: 1
This Location: 1

Now Attending: 1
This Location: 1

Edit Registration Info
Download My Data
Email Inbox

Registration

Please complete your registration below. All fields marked with an * are mandatory.

sydney.eggleson@6connex.com

Sydney Eggleston

6Connex Sr. PM

Phone *
2535555555

Country *
US

Profile Image

If you wish, you may upload an image from your computer that will accompany your profile and user listings within the system (.jpg or .png format, maximum file size 1MB).

Choose a File

Submit Clear Form

Your profile is populated based on the information you provided during registration. ***Not all environments have the profile feature enabled.***

If this feature is active, you can update your profile by performing the following steps:

1. Click the gear icon in the upper right corner
2. Click on "edit registration info"
3. On the screen that appears, update any/all of your registration information
4. Click "Submit" at the bottom of the page to save your changes

NOTE – Images displayed are for example only and may not apply to the specific event you are participating in. Rooms, interactivity, option, chat features, etc. vary by environment.

Lobby



Upon logging into the virtual environment, you will be placed in the event lobby.

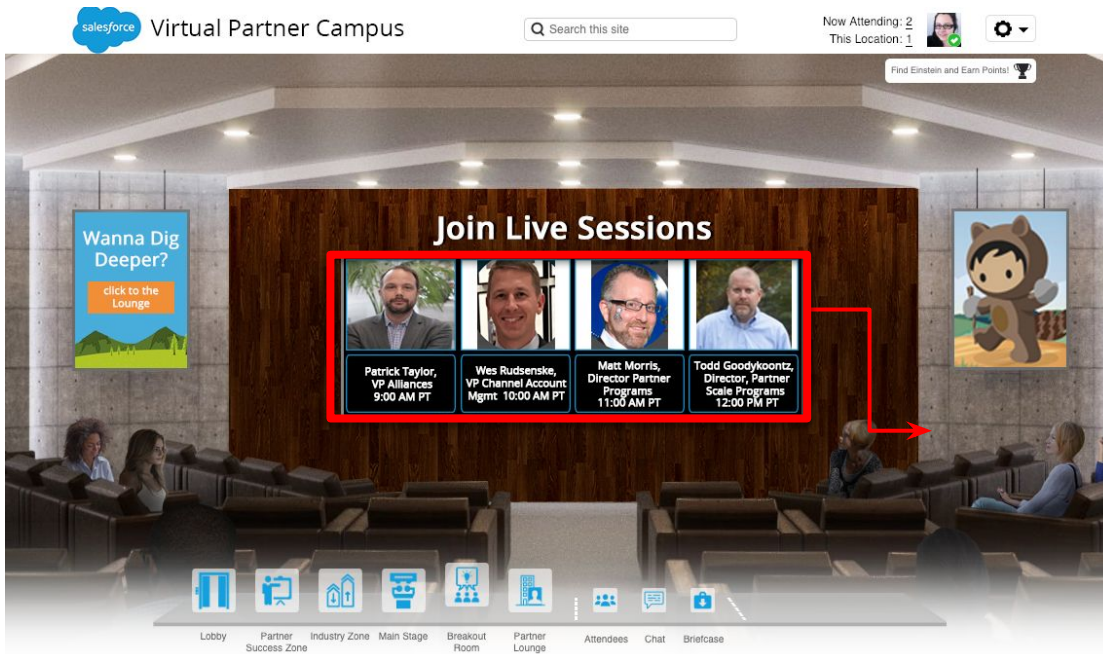
Use the navigation bar, doorway signs, and navigation tiles to move from room to room with the virtual environment.

Help Desk



Have a question or need help finding something? Stop by the Help Desk & Resource Center to connect with technical or Conference personnel and find informational downloads.

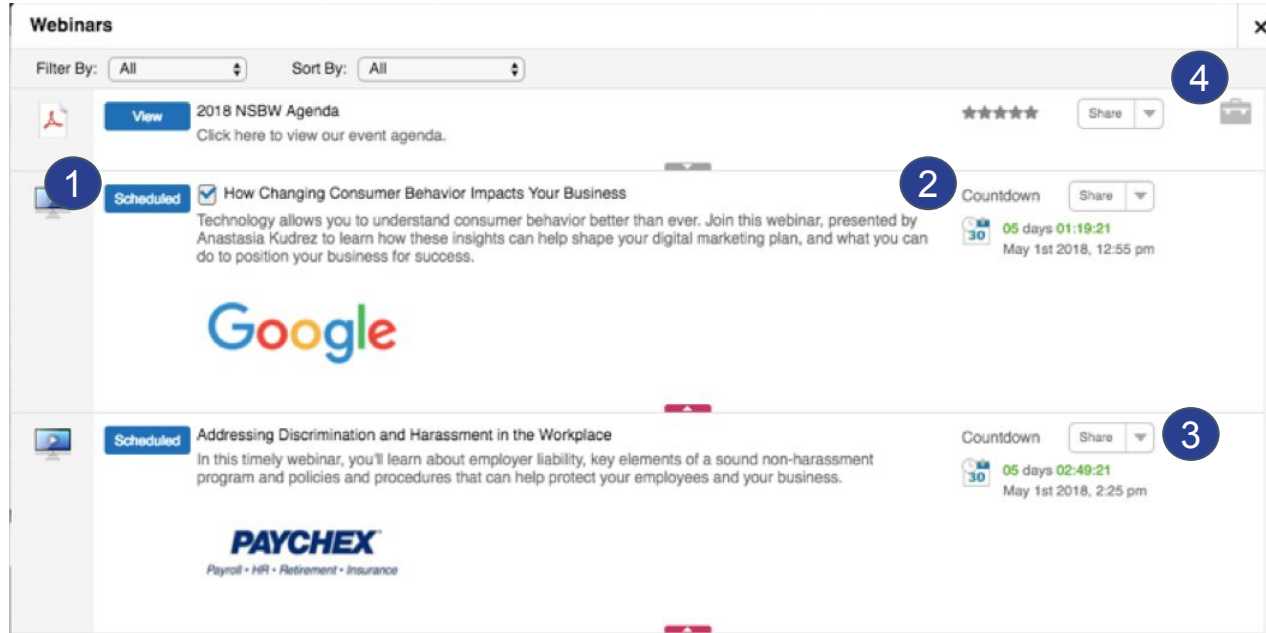
Auditorium



The Auditorium is where the “main stage” presentations and live webinar links will be located.

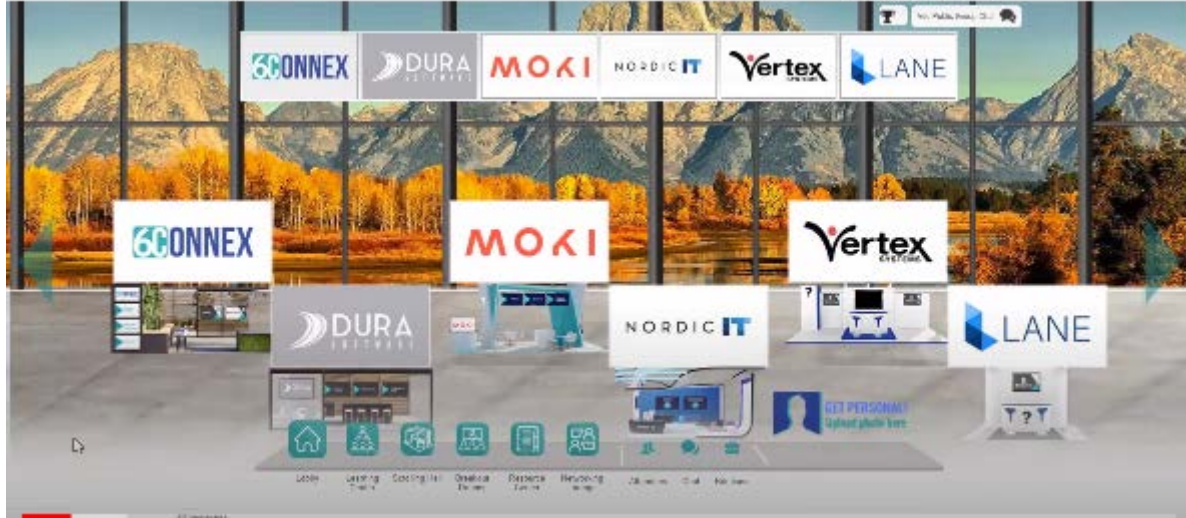
- Click directly on the screen to join the Zoom session

Auditorium



1. Prior to content being accessible - the button will show as "Scheduled." The button will change to say "Launch" or "Play" when the content is available, click the Launch/Play button to access the webinar content.
2. A countdown timer is displayed until 5 minutes before the designated event start time.
3. Share a content item via the "Share" button.
4. Click the briefcase icon to save the item to your briefcase to access/view later.

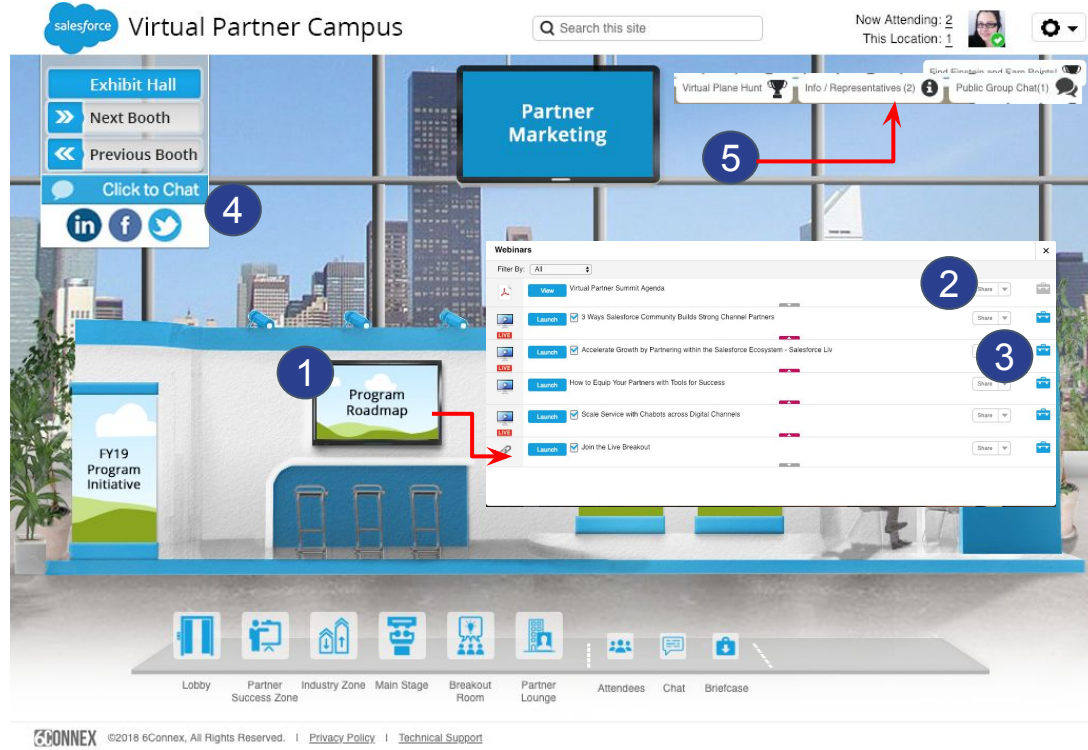
Exhibit Hall / Directory



The Exhibit Hall (Directory) displays the Booths/Logos available by show sponsors or exhibitors.

TO ACCESS A BOOTH: click on the Exhibit Hall icon from the navigation bar, this will display all the available booths, then click directly on the booth you want to enter. You may also search the directory.

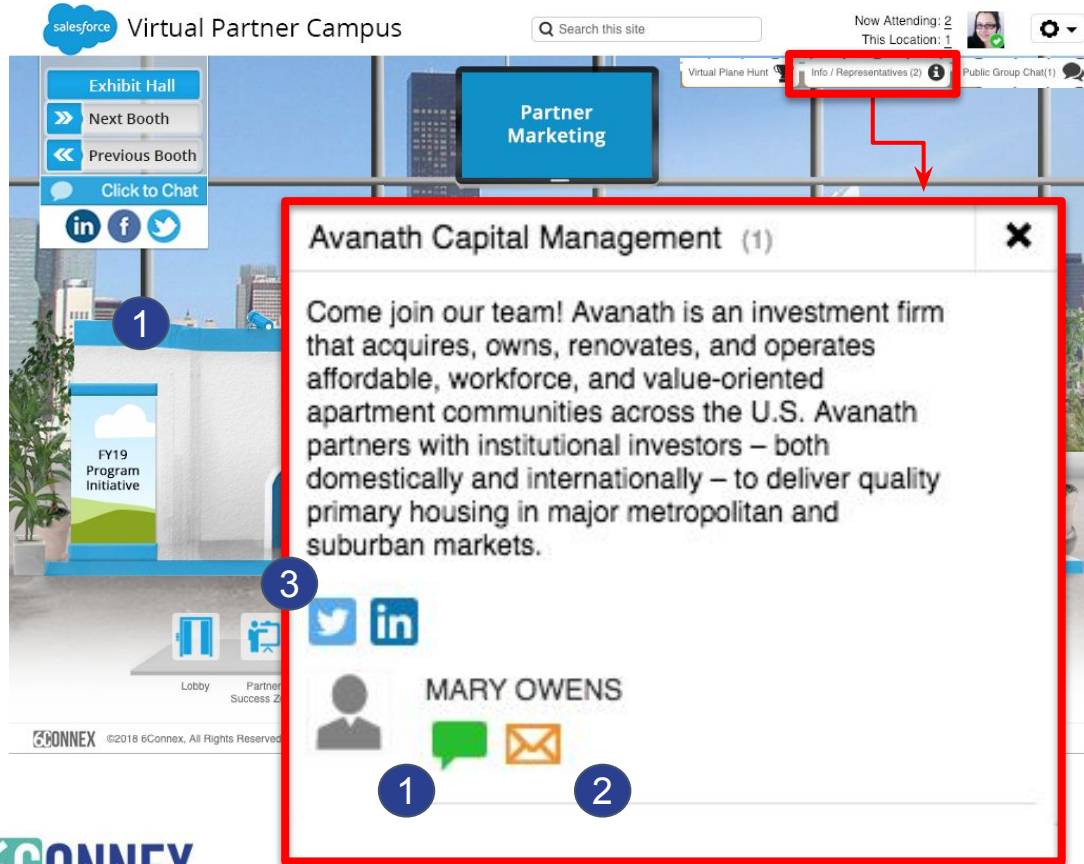
Booths



Each booth provides access to resources and representatives specific to a show sponsor.

1. Click on the Download Materials sign within the Booth to access PDFs, videos and links and other assets.
2. Share content via social media
3. Add to your "Briefcase" for later viewing
4. Join/View the Public Chat
5. Chat with the Booth Rep
6. Join a zoom group video call
7. Visit the exhibitor website

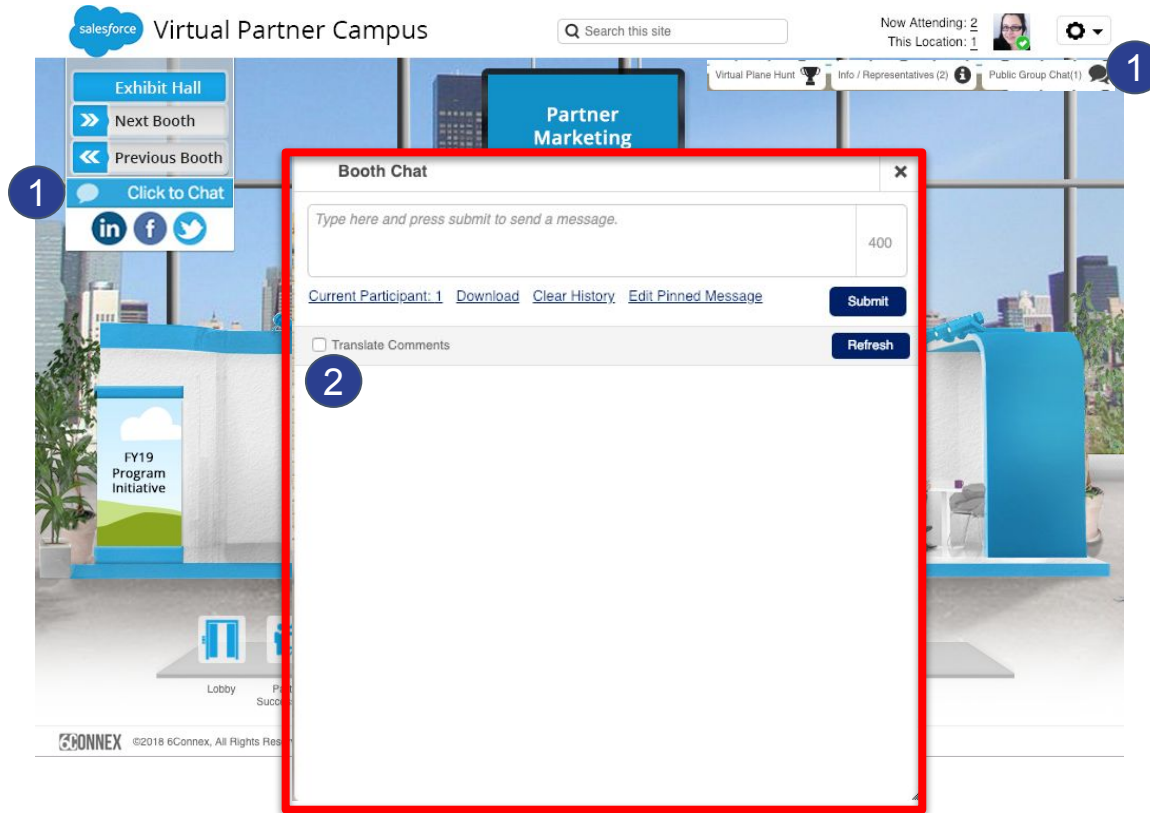
Booth Reps



Click the Info/Rep icon to view the Rep information:

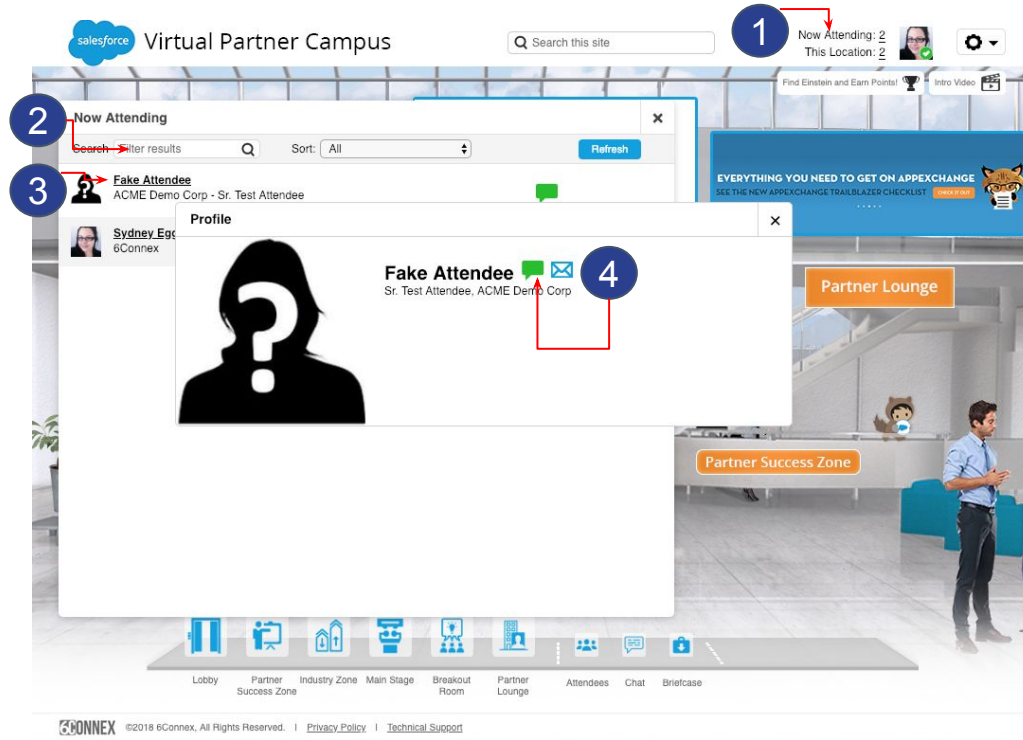
1. The chat bubble next to the rep name is green it indicate they are online and gray to indicate they are offline. Click the green chat bubble to initiate a 1 to 1 chat.
2. Click the envelope icon to send an email to the rep.
3. Click the social media icons to view their related social media profiles.

Booths - Public Chat



1. If Public Chat is enabled it will auto-launch when you enter the Booth or you can activate it by clicking the chat icon(s) within the Booth.
2. If you need to translate comments into different languages, click the translate comments box to select your preferred language.

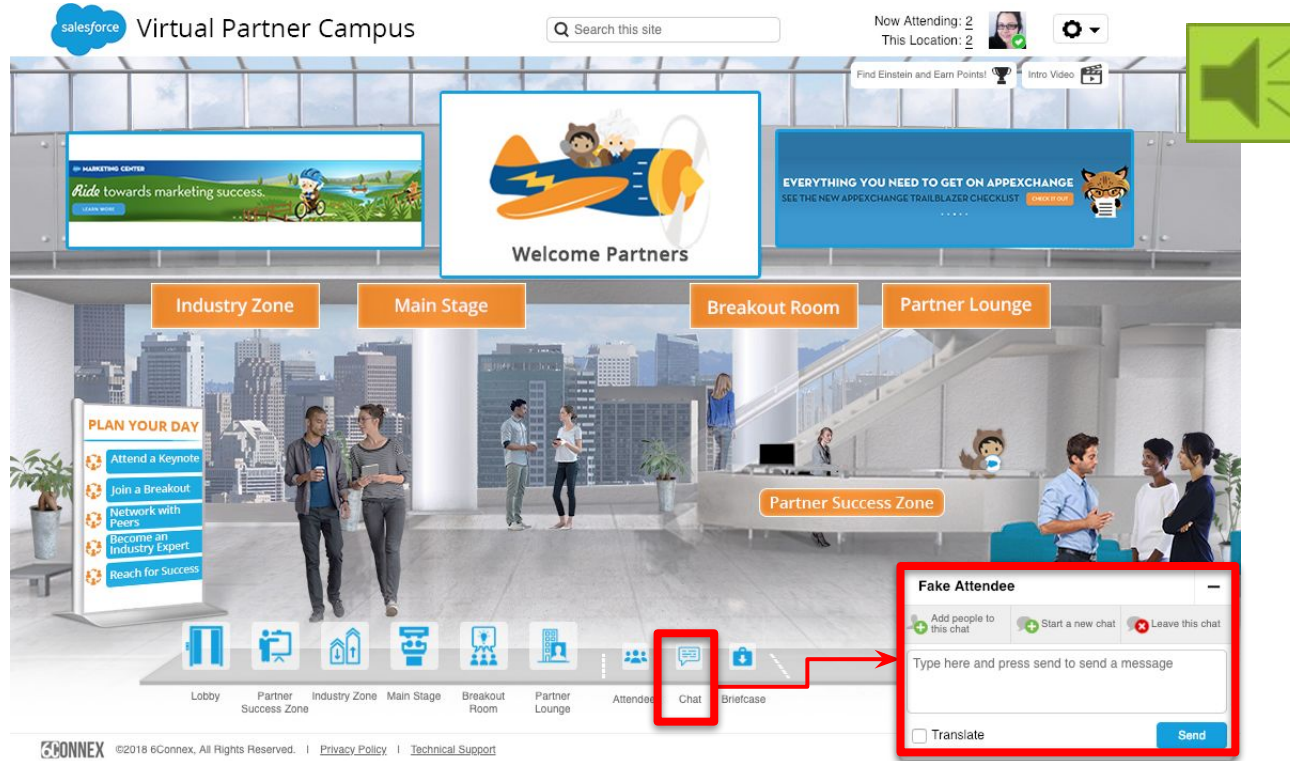
Interacting with Others



Within the environment there are a number of ways to interact with others:

1. You can view who is attending by clicking on “Now Attending” or “This Location” in the upper right corner of your screen.
2. You can use the “Search” function to search for attendees.
3. Click on the user’s name to display options
4. Click the green chat bubble to initiate a private, one to one chat or the envelope icon to email the user directly

Private Chats



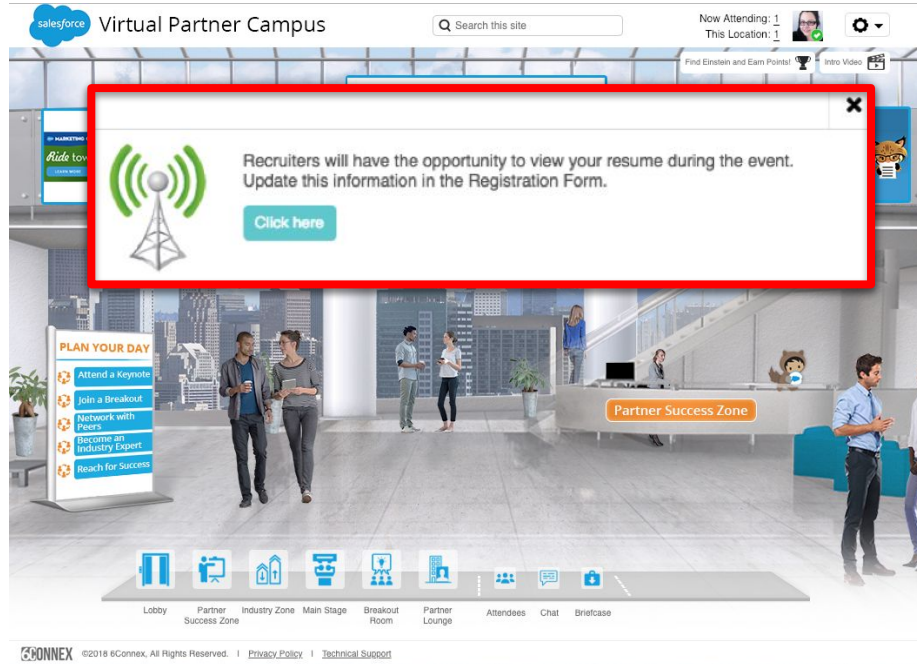
When a user initiates a one to one chat with you, an audible chime will sound three times.

Click on the chat icon on the navigation bar to:

- start a chat
- view/respond to an active chat

NOTE – Images displayed are for example only and may not apply to the specific event you are participating in. Rooms, interactivity, options, chat features, etc. vary by environment.

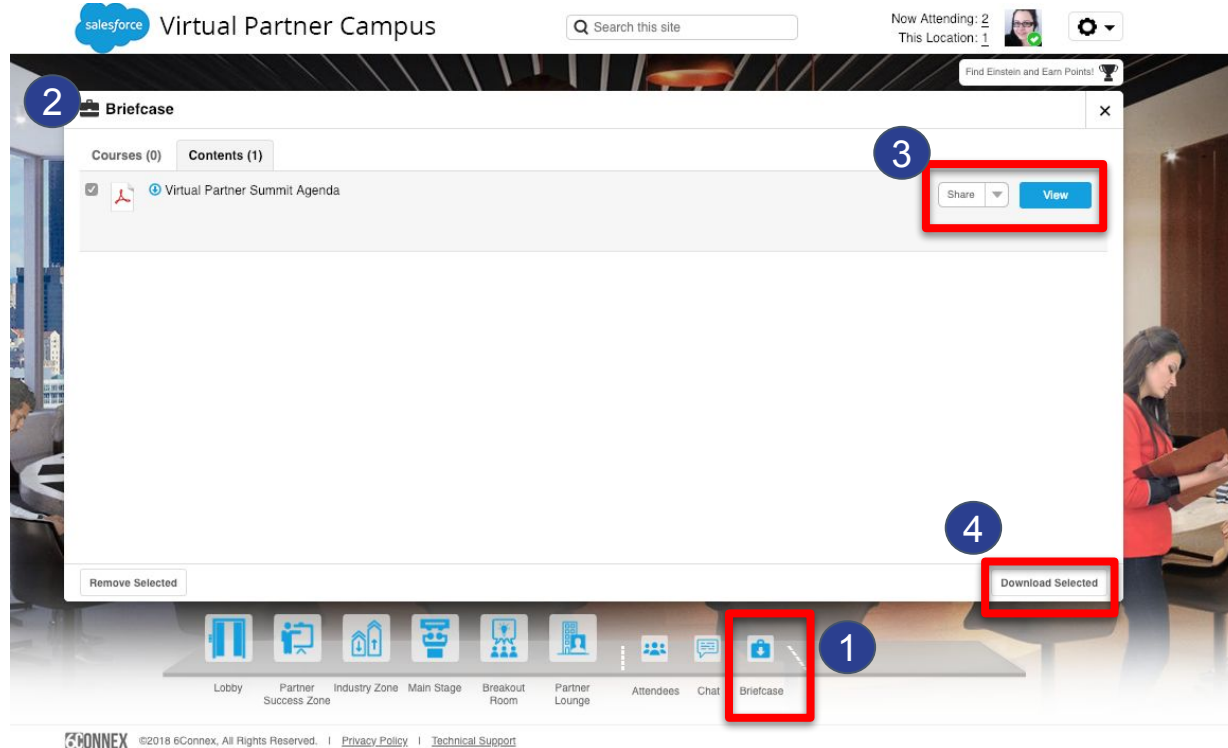
Broadcast Messages



Broadcast Messages will appear as a pop up message within the virtual environment.

Click directly on the button within the pop up to access content or go directly to the location noted in the message.

Briefcase



1. Click the briefcase icon to open the Briefcase:
2. Here you will find all the documents that were pre-loaded for you or that you saved during the event.
3. You can view, share, or download these content items.
4. Download content items by clicking the box next to the item and clicking the "download selected" button. **NOTE – links cannot be exported in the download.**

FAQs

Can I test my computer or device in advance?

Yes, on the login page click the “System Check” button to ensure your computer and connection are ready to view the experience and all its live presentations. You can run a test here:

<https://virtualdestinations.6connex.com/event/TheWayToDoVirtual/system-check>

Can I attend the show from my tablet or phone?

Yes, attendees can experience the full show from a tablet or smart-phone/device.

What if I have problems accessing the show?

If you are experiencing any technical difficulties, please contact our support desk by sending an email to support@6connex.com.

What if I have technical problems or questions about the environment?

In the environment, you can always head over to the Help Desk to see if a representative is available, or if a public group chat is open. Alternatively, or if you are not in the environment, you can send an email to our support desk at support@6connex.com.

SYSTEM REQUIREMENTS

Minimum System Requirements

1024 x 768 screen resolution minimum

1.4 Mbps internet connection minimum

- **Allow Flash**
- **Disable Pop Up Blockers**
- **Disconnect from a VPN (if possible)**

Operating System	Processor	RAM	Internet Browser	Hardware	Media Playback	Internet Connection
Windows 10 Windows 8.1 + Pro Windows 7 Android 4.4+ Apple Max OS X 10.9+ Apple IOS 8.4+	1GHz	1GB	Internet Explorer 8+ All recent versions of Google Chrome Safari 5.0+ Firefox 3.6+ iPhone/iPad - Safari/iOs 5.1+ Android Phone/Tablet - OS 2.3 or higher, Chrome, Native Browser 2.3+ Windows Tablet - IE 10+	Audio: Sound Card with Speakers Video: Screen with 1024x768+ resolution support	HTML5 Streaming enabled browser Apple iOS http streaming enabled browser Android http streaming enabled browser	Dedicated high speed connection of 900kbps+

SYSTEM REQUIREMENTS

DEVICES

Laptop, computer (Mac or PC) or tablets (Android or IOS) are supported.

INTERNET BROWSER

This is a virtual, browser based experience. If you're using an older, or unsupported Operating System, Internet Browser, or version of Flash, you may experience decreased performance. **We recommend Chrome or Firefox as the most stable and consistent browsers for accessing the virtual environment.**

FIREWALL

An automatic system test is available that will check connectivity of the domains listed in the detailed System Technical Requirements (below).

System Test

<https://virtualdestinations.6connex.com/event/TheWayToDoVirtual/system-check>

Webinar System Test

<https://event.webcasts.com/viewer/faq.jsp?mType=v&closebtn=no&techview=yes>

Please note: This system check covers standard platform functionality. It does not cover requirements for any 3rd party services that may be integrated into the experience. Verify the domains listed below in the Technical Requirements are not blocked by your personal or corporate network.

SYSTEM REQUIREMENTS

BANDWIDTH

Sufficient bandwidth at each office location is necessary. Estimate total bandwidth required by multiplying the numbers of computers connecting to an event by the above bit rate estimate.

If network bandwidth is a concern, we recommend accessing the environment in groups, thereby reducing the total number of individual streams to an office.

INTERNET CONNECTIVITY

A strong, wired broadband connection with a speed of at least 1.4 Mbps. You may view the virtual experience on a slower connection, however, some users may experience load times that are longer than normal with larger content items, such as High Definition video streams. We recommend:

- A strong Wi-Fi connection or hardwired internet connection is recommended
- Disconnect from VPN or corporate networks (if possible).
- Close any unnecessary applications.
- Refrain from browsing the internet, streaming media and/or downloading large files during this time.

WORK FROM HOME EMPLOYEES

Connect to the internet using a network cable rather than using a wireless network. If a corporate VPN is used, confirm that the above network traffic is not directed over the VPN. If it is, have users turn off the VPN while attending the event.

SYSTEM REQUIREMENTS

DISPLAY / RESOLUTION SIZE

The recommended resolution for your display is at least a 1024x768 or higher resolution. The virtual experience will adjust itself to your screen size. However, this is the recommended setting for optimal display viewing.

- If you are using a PC or Mac please ensure that your browser zoom level is set to 100% as the presentation is best viewed at that setting. In most browsers you can use Ctrl + 0 to reset your zoom level. This option can be also be found in the tools or view menu.

AUDIO

Audio is streaming over your device, be sure your speakers/headphones work and are turned up to an appropriate volume.

What can I do if I am having trouble hearing audio?

- If you have internal speakers, make sure they aren't muted.
- If you have external speakers, make sure they are powered on and aren't muted.
- Make sure you did not lose Internet connectivity.
- Make sure your system has passed the system test located under "Test my system now".
- If your system is using Adobe Flash Player and you receive a "connection failed" message it's most likely due to a proxy server blocking Flash streaming. Please contact your local IT admin.
- If you are using a mobile device, such as an iPhone, make sure you have enough bandwidth. We advise using dedicated wi-fi or 4G.
- If you are using an Android device, Apple iPad or iPhone you will need to click on the media play button to begin the presentation. Android and Apple iOS devices do not permit streams to begin automatically.

6CONNEX TRUSTED DOMAINS

6Connex does not support incoming bare IP addresses.

All the requests to and from the 6Connex platform are sent over a domain.

6CONNEX PLATFORM

Domain	6connex.com
Domain	6connexstage.com

6CONNEX CDN

Domain	cdn-akamai.6connex.com
Domain	cdn-akamai.6connexstage.com
Domain	cdn-edgecast.6connex.com
Domain	cdn-edgecast.6connexstage.com

6CONNEX REPORTING

Domain	tracking.6connex.com
Domain	tracking.6connexstage.com

6CONNEX CHAT CONNECTIVITY

Domain	rts-alb.6connex.com
Domain	rts-alb.6connexstage.com

6CONNEX STREAMING & VIDEO

6CONNEX STREAMING INFORMATION

HTML5 (Video.js)

HTTP Streaming delivered by CDN to the audience device. Video streams will vary according to available bandwidth.

6CONNEX VIDEO

Video Upload

QuickTime MOV

H.264 codec

16:9 aspect ratio

1920x1080 or 1280x720 HD dimensions (which will convert down to 604x340)

stereo audio

16-bit

44.1kHz (bit rate is variable)

No files over 2GB (recommend 500-800mb)

Host / Video Spokesperson

Video size to 250 pixels wide and 300 pixels high. Video must be in FLV file format and have a transparent background / alpha channel. For exact code settings, please contact your 6Connex Representative.