

# MWC Connect/ Networking Hub Guide

Maximizing your MWC & 4YFN meeting experience.

*Welcome! To ensure our sessions run like clockwork and provide the best experience for all guests, please review our essential booking rules.*

## 1 Booking & Confirmation

### **Attendee Acceptance:**

Reservations are confirmed only once participants accept. Availability is checked again in real-time at that moment.

**Participant Goal:** While 2 participants are required, we recommend all invitees confirm to secure your slot effectively.

**Access Check:** Please verify that 4YFN guests have MWC Connect access for Monday or Tuesday before finalizing.

## 2 The Check-In Window

**Strict 25-Minute Limit:** To respect all users, every meeting is capped at 25 minutes maximum.

**Mandatory Window:** Please arrive to check in between \*\*10 and 5 minutes before\*\* your scheduled start time.

**Punctuality:** To keep the hub moving, check-ins requested under 5 minutes before the start time may result in cancellation.

## 3 Session Policy

**No Extensions:** To ensure a smooth transition for the next group, extensions are not permitted.

## 4 Weather & Environment

**Outdoor Spaces:** Our hub features an open-air atmosphere for a fresh networking experience.

**Late Arrivals:** Starting late does not entitle you to extra time; sessions end at the originally scheduled mark.

**Adverse Weather:** In the event of unsuitable weather, we will do our best to provide alternative locations, though these are subject to availability and not guaranteed.

#### **MWC CONNECT/ NETWORKING HUB OPERATIONAL POLICY**