

How to Get Started with the Cvent Community



Login to Community either by going to www.community.cvent.com or by clicking “Cvent Community” link in the top right-hand corner when you are logged into Cvent.

Upon login, you will land on the homepage, where you can browse our highlighted content and find direct access links to areas throughout the Community space. You will see the navigation bar across the top where you can explore the following pages:



Browse the **Open Forum**.

- Connect and engage directly in discussions with other Cvent users
- Get quick, practical answers to your questions
- Be inspired by seeing how others are using Cvent products in new and innovative ways
- Talk about what matters to you



Subscribe to **Forum Notifications**. Click Subscribe Now on the Open Forum page. On the next page, under the “Email Delivery” column, choose between: No Email, Personalized Digest, or Personalized Digest & Real-Time Discussion Emails.

- Stay connected with the latest from the Cvent Community and get custom notifications right to your inbox
- Stay up-to-date about what’s most relevant to you



Track **Product News**. Stay on top of the latest updates, news, and innovations.

- Stay in-the-know with product updates directly from Cvent
- Get curated, organized product news from Cvent experts
- See integrated feeds across pages to keep product news top of mind



Submit an **Idea**. Help us shape the future by submitting and voting on fresh product ideas and enhancements.

- Influence Cvent product development and drive success with other Cvent users
- Use interactive voting to shape how the Cvent community develops and views products

The screenshot displays the Cvent Community website. The header includes the Cvent logo, navigation links (OPEN FORUM, PRODUCT NEWS, IDEAS, KNOWLEDGE BASE, HELPFUL LINKS), and a language selection dropdown. The user profile for Camille Tysons is visible in the top right. The main content area is divided into several sections: 'Getting Started' with links to 'Complete My Profile', 'Manage Notifications', 'Suggest an Idea', and 'Follow a Discussion'; 'Recent Discussions' featuring user feedback and a 'Start a Discussion' button; 'Product News' listing various webinars and enhancements; and a 'Recommended For You' section with event planning tips. The footer contains links for 'Ask Your Peers', 'Contact Support', and 'Explore the Knowledge Base', along with social media icons and a 'Contact Support' button.



Search the **Knowledge Base**. This is your one-stop shop for articles, tutorials, and in-depth product walkthroughs.

- Access all documentation within one central location
- View different content types for different needs
- Have a better, more comprehensive search experience with relevant results



Visit **My Profile**. Click the dropdown next to the person icon in the top right-hand corner of the Community. You can add information here such as your stated interests, products, industry, and certifications.

- Get a personalized experience with content recommendations most relevant to your interests
- Find and network with peers with similar interests or industry experiences