

EventsAir Quick Guide for the 2026 CQI Community Conference

Step 1: Install The Event App by EventsAir

To install the EventsAir app on your phone, please use the links or scan the QR codes below for IOS or Android devices. You can also search for the EventsAir application in the App Store for each device. If you prefer to use your desktop, those instructions will be listed below as well.

iOS Devices: [Attendee App - iOS \(Install\)](#)



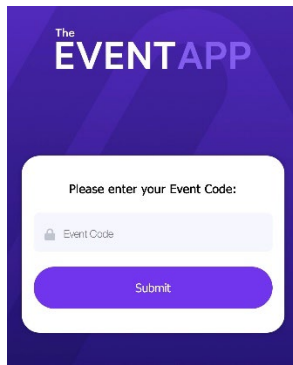
Android Devices (Google Play): [Attendee App - Android \(Install\)](#)



To view the EventsAir portal on your desktop use the link below:

[Attendee App - HTML5 \(Install and Launch\)](#)

Step 2: Enter the App Code



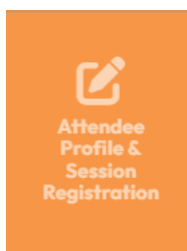
Once the app downloads or URL opens, enter the event code. All device platforms will use the same code. The App Code for the 2026 CQI Conference will be sent to you via email once your conference registration is confirmed.

Step 3: Log-in for the First Time

Please enter email address that you registered under for the conference. The first time you log in, you will need to create a password or reset your password using the “Reset Password” link on the login screen.

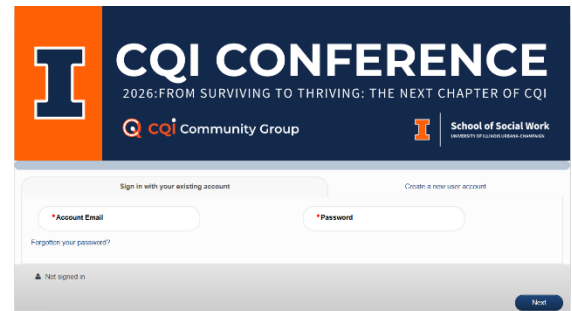
A screenshot of the '2026 CQI Conference' login screen. The header includes the conference name and the start date 'BEGINS MONDAY, OCTOBER 12'. Below this, a message asks the user to enter their email and password, noting that first-time users must create a password. There are two input fields: 'Email' and 'Password' (which includes a toggle for visibility). A large blue button with a right arrow icon and the text 'Log In' is positioned below the fields. At the bottom, there are two links: 'Go back' and 'Reset Password'.

Step 4: Fill out the Attendee Profile



Once logged into the app, the first thing you need to do is click on "Attendee Profile and Session Registration" icon on the bottom or side of the screen. The Attendee Profile is required to be set up first before session registration can be submitted.

Once you click on the icon, a new screen will open that will require you to log in. Please use the same email and password you registered with. If you do not have an existing account, please create a new account.



Step 5: Pick Your Sessions!

Once you have completed your profile, you will reach the session registration screen. Please select the sessions you want to attend for each breakout session period. Also, don't forget to register for other larger sessions like the Featured Speakers!

57%

Please place a checkmark if you plan to attend the Welcome and the Day 1 Featured Speaker.

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Day 1 Welcome and Opening Comments

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Welcome from CQI Community and UIUC School of Social Work
Tuesday, October 13, 2026 9:00 AM - 9:30 AM

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Day 1 Featured Speaker

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Just Enough Is Not Enough: CQI, Scarcity, and the Leadership Work of Thriving
Tuesday, October 13, 2026 9:30 AM - 11:00 AM

Please click the radio button next to your preferred session choice.

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Day 1 Morning Breakout Sessions

Tuesday, October 13, 2026 11:15 AM - 12:30 PM

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Excel Power Query Workshop: The first step towards Power BI

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From Survey to Strategy: Using Safety Culture Data to Drive Meaningful Change

☐

Have a Seat—or Have a Say? A Continuous Improvement Approach to Real Participation

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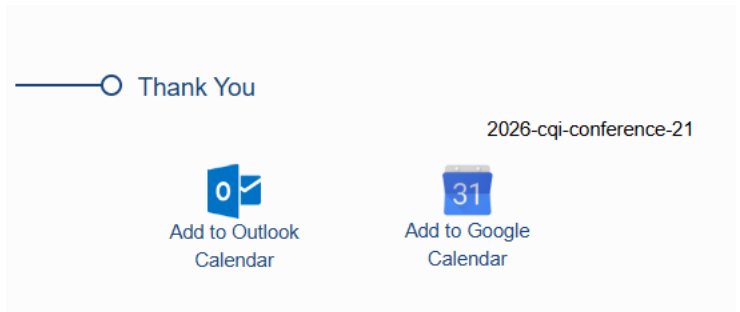
Yes, But How? Building Cultures of Conscious Decision-Making in Quality Improvement Work

☐

None

Step 6: Submit and Summary!

Once you have selected all your sessions, please hit submit button on the bottom of the final registration page. You will receive an email confirming your registration session shortly after. You can also add your sessions to your Outlook and Google Calendars by clicking on the icons on the Thank You page.



Congratulations! You are officially registered for your sessions at the 2026 CQI Community Conference!

Helpful Tips:

- It may be helpful to have another window open so that you can see the session descriptions as you select your sessions choices
- The information can be changed at any time.
- Capped sessions will be limited to changes as the conference gets closer.
- We encourage you to explore the app by checking out the different features, including setting up your notifications for the conference so you get the reminders and updates you will need.

If you are experiencing any issues, please reach to cqicommunity@gmail.com.