INSTRUCTIONS FOR PARTICIPANTS

INTERNATIONAL SYMPOSIUM ON IGANEPHROPATHY – IIGANN 2021

TECHNICAL PRE-REQUISITES

For the correct function of the online Congress platform please follow the minimum system requirements:
- ➢ Microsoft Windows or Mac OS based device.
- ➢ Latest Chrome and Microsoft Edge internet browsers *(other browsers are not fully supported)*.
- ➢ Noise-cancelling headphones with a microphone to reduce background noise are recommended.
- ➢ Stable Internet connection (minimum 10/10Mbps is recommended).

LOGIN

To attend the Virtual Congress, please visit the live congress website (**https://iigann2021.gcon.me/page/home**) and click the User Login link in the top right corner of the page.

The site will request your login credentials *(email address and password)*:

- ➢ On your first login attempt the site will ask you to provide your email address *(the e-mail address you were registering with)*, your password will be automatically sent to this address *(it is coming from the e-mail address info@gcon.me)*.
- ➢ You can change your password under your profile (top right corner of the page).

LIVE STREAM AND Q&A

To attend the running sessions, you can find the actual LIVE sessions under the **Live Stream** button. Here you can find your desired section/hall and the list of sessions will be presented to you. Please click on the hall to enter the stream.

Under **Live Stream** there are the Virtual halls available according to the program:

➢ Once you click on the room, you enter live stream Congress.
➢ For having an open program next to the live streaming, we suggest opening the program on another tab of the web browser.

! While attending the live stream of the Congress participants have the option to raise their questions in ONE way !
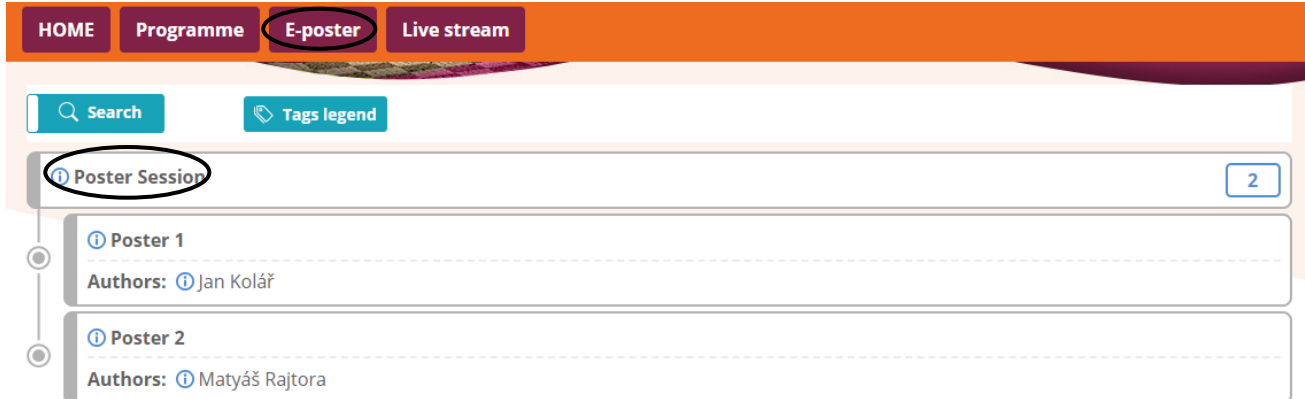
Questions: Serves as chat for the currently running presentation. It is opened during each session.

! During your presentation, the questions are reviewed by the chair and will be read by him/her during the Q&A session.
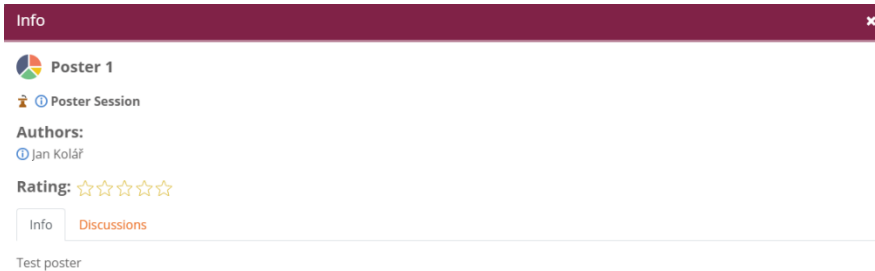
POSTERS

To visit the poster session, click **E-poster** and select **Poster session:**
- All posters will be presented to you with their names and authors.
- You can visit the poster of your choice by clicking on its name.

- Under the poster you can:

  o Review the poster
  o Discuss with the poster author/s
    ▪ Posters are available throughout the duration of the whole event and you can also comment and raise your questions at any time.

NETWORKING

The networking feature enables you to connect with any participant of the congress through our secure platform, the same way as it allows everyone to connect with you. It is up to the contacted persons to decide if they want to network with you. No contact detail or personal information is shared between the two sides and the communication is managed only through the virtual platform. Networking is entered by clicking the **letter icon** next to your profile.

Contacting someone

➢ On the networking page, please **enter the name** or better select your desired contact from the list and compose your message to them.
➢ Reply to message/ongoing networking

Personal info

➢ On your personal page, you can add your **personal data** (function, phone, social networks, etc).
➢ A description is a short bio about you.

HELPDESK

In case you face technical difficulties and need support from our technical team, please contact us through the **Helpdesk** menu. Here you can find links to download system manuals or use the **Chat** option to communicate directly with our support personnel.

Type your message to the chat box and click **send,** this will add your chat to our support queue and one of our agents will reply to you as soon as possible.

- ➢ You can leave the chat and return to it at any time, it will stay saved for you.
- ➢ You can have the chat open in a separate browser window while still watching the live stream or visiting other parts of the online event.
- ➢ The Helpdesk operating hours will be posted on the website soon.

| Home | Programme | E-poster | Exhibition | LIVE stream | Speakers and Chairs ▾ | Helpdesk | My booth |

Exhibitor list

HELPDESK

Matyáš Rajtora

| Info | Videos | Chat |

Please leave your message in chat.

During the congress

Live support at the Helpdesk will be operated during the operating hours. Operating hours will be posted soon.

Before the congress

Helpdesk will be operated on regular basis and all questions will be answer as soon as possible.