

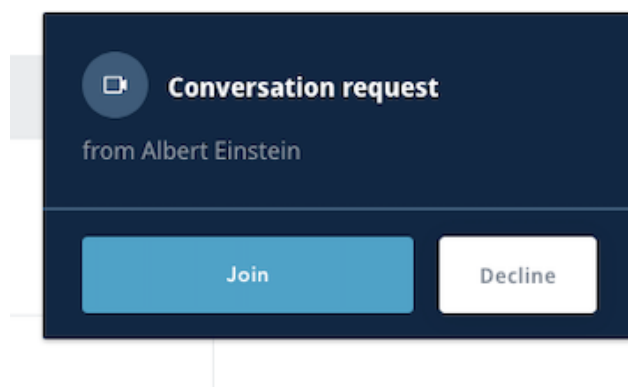
## GUIDE – VIRTUAL POSTER SESSIONS

### LOGIN

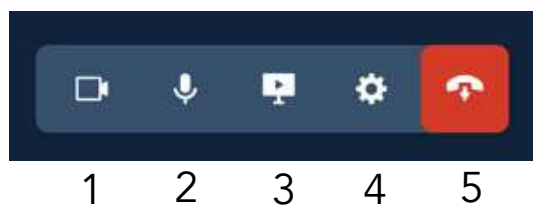
In order to access all the features of the Annual Scientific Meeting, the participant must log in by clicking on "**LOGIN**" in the event menu (email and password).

Only logged-in participants will be able to access abstracts and interact with presenters.

- You will be able to interact by video with one or more people during the poster session.
- When someone wishes to communicate with you, you will receive a "**Conversation Request**" notification.



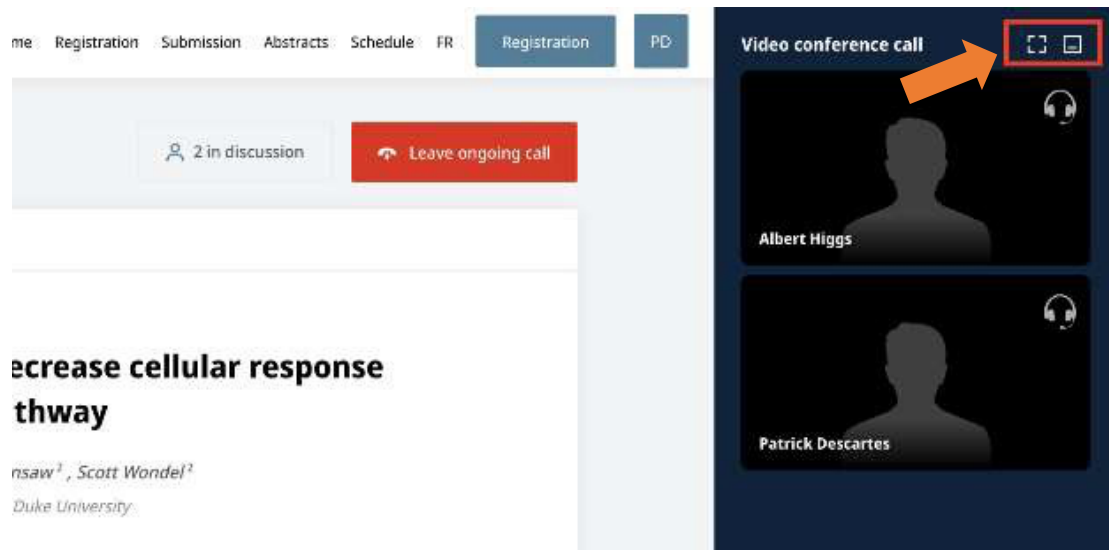
- Once the conversation has started, other participants can join the conversation. **A maximum of 8 people can participate in a conversation including the presenter.**
- These are the controls you have during your video conversations with participants:



1. Turn on/ off your video
2. Turn on/off your microphone
3. Share screen
4. Settings
5. Hang up

- Other options at the top left of your screen will allow you to:

- Switch to a full-screen mode
- To minimize the conversation window.



- Note that the **screen sharing option does not work on iPad, iPhone and other mobile devices.**
- All participants in a video call on Fourwaves can share their screen.
  - If you are the presenter: open the poster on your screen and share your screen to give a presentation of your poster.
  - If you are a visitor, you can share your screen to ask a question about a specific part of the poster.
- The person sharing the screen is encouraged to lower the display of the chat participants' videos to increase the space available for viewing the poster.
- If you are a **macOS** user, make sure your browser has permission from your operating system to share the screen.
  - Go to System Preferences Security → Privacy Screen
  - Make sure the browser you are using is checked
  - If you are unable to change the settings, check that you have unlocked the settings to change them (click on the padlock).

**Poster presenters must be present at each virtual poster session.**