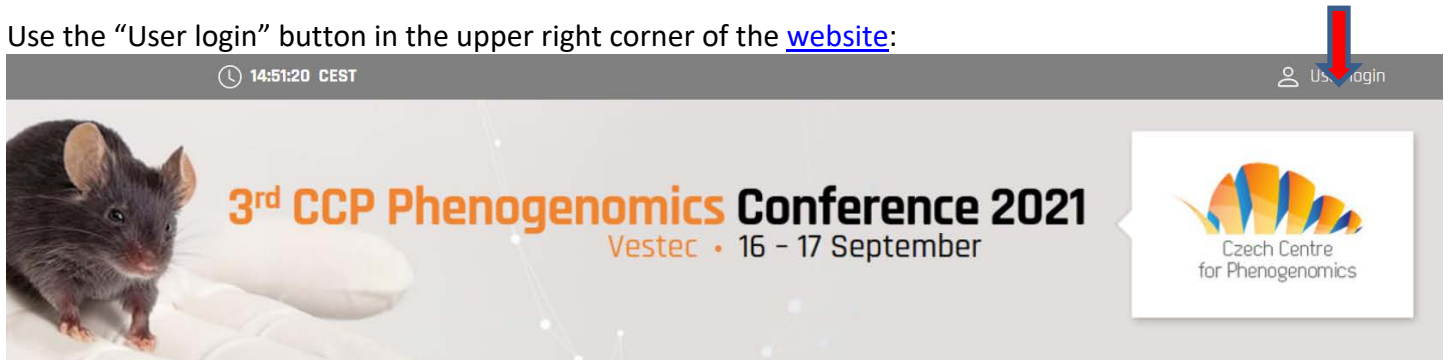


## WELCOME TO THE 3<sup>RD</sup> CCP PHENOGENOMIC CONFERENCE 2021.

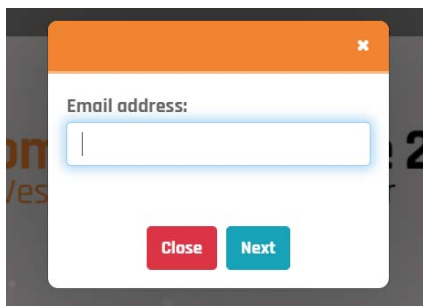
Speakers Preview Room goes live on 9<sup>th</sup> September.

### HOW TO GET IN?

Use the “User login” button in the upper right corner of the [website](#):

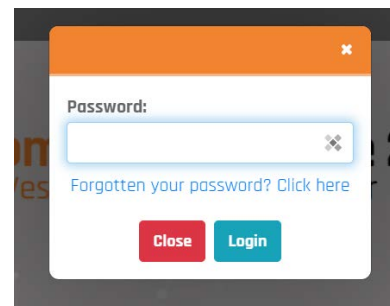


Enter the email address which you used to register. Click on Next and check your mail box to get your password. The password was sent to you from the email address [info@gcon.me](mailto:info@gcon.me).



Email address:

Close Next



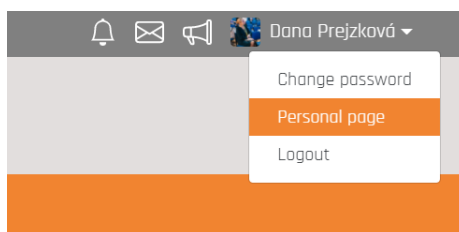
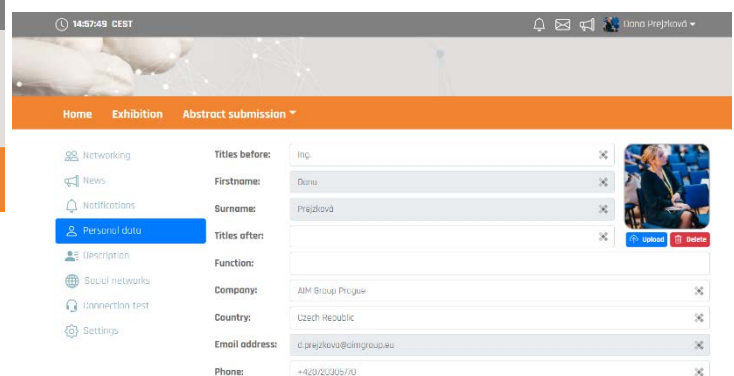
Password:

Forgot your password? [Click here](#)

Close Login

If you cannot find a message in your inbox, check your spam folder first. Later, if you don't remember your password, you can reset it.

After logging in, you can alter your profile details by clicking on your name in the upper right corner. If possible, please, upload your profile picture.

14:57:49 CEST

Home Exhibition Abstract submission

Networking News Notifications Personal data Description Social networks Connection test Settings

Titles before: Ing.

Firstname: Dana

Surname: Prejzková

Titles after:

Function:

Company: AIM Group Prague

Country: Czech Republic

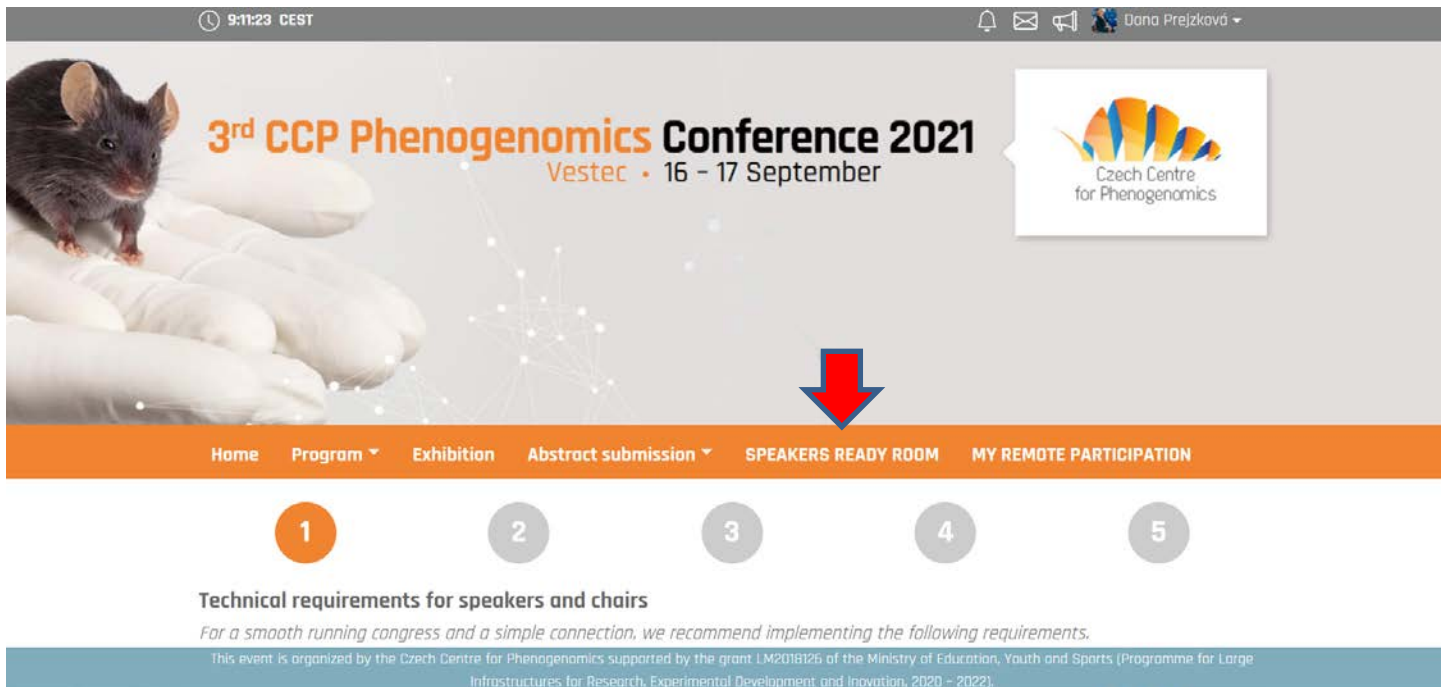
Email address: d.prejzkova@aimgroup.eu

Phone: +420 23205710

## HOW TO TEST YOUR CONNECTION PRIOR TO THE CONFERENCE?

In this very first step, you need to check your connection and hardware by using our preview system. This step is crucial. Please make sure you go through it before the Conference starts. Please do this test on the network and with the equipment which you are going to use to deliver your talk.

Enter SPEAKERS READY ROOM – IF YOU DON'T SEE IT, PLEASE LET US KNOW.



Go through the entire 5-step process.

This process checks that:

1. You use the latest version of a supported browser. (Chrome or MS Edge). Older browsers may not be supported! Please make sure to update it. Do not use iPhone, iPad or Android phones/tablets for your talk/presentation. Use a full desktop browser on your laptop or PC.
2. Your connection is stable.
3. Your camera and microphone are enabled.
4. **Red text means there is a problem with some of your components and needs to be resolved.**
5. The test will finish with a four digit PIN. This is a sign for you that all went well.

Use the Speaker Preview at the end of the process to see how you will look while presenting.

Make sure Chrome or Edge is NOT MUTED:

1. Right click on this icon in your taskbar
2. Select „Open Volume mixer“
3. Check if browser is not muted





# HOW TO CHECK YOUR PARTICIPATION DURING THE CONFERENCE?

After going through the previous step, you can check MY REMOTE PARTICIPATION tab. In this tab, you will see all your sessions, which you actively participate in. This is where you will be accessing your active sessions during the Conference.

This event is organized by the Czech Centre for Phenogenomics supported by the grant LM2018126 of the Ministry of Education, Youth and Sports (Programme for Large Infrastructures for Research, Experimental Development and Innovation, 2020 – 2022).

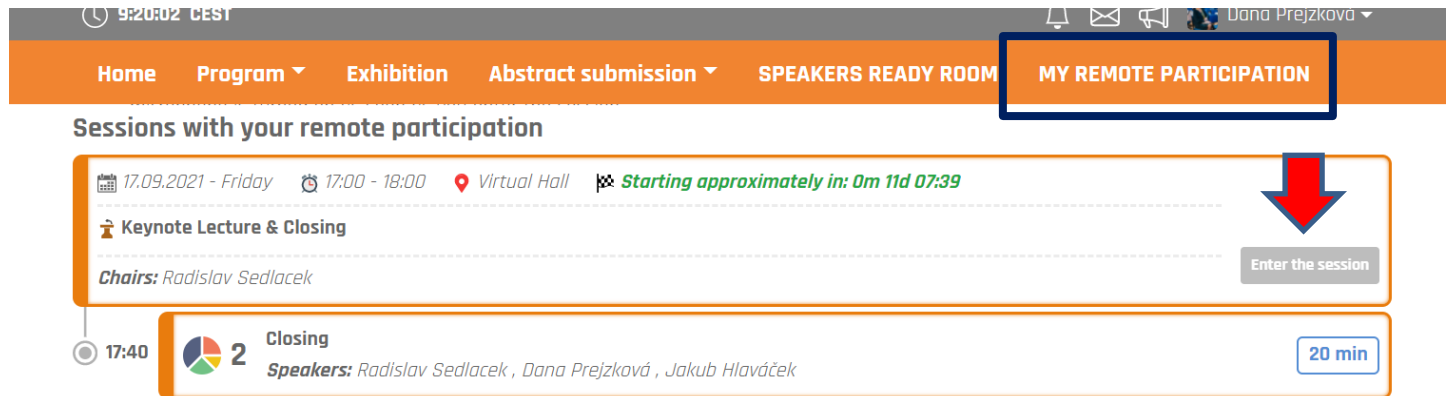
## Presentation – slides upload

You are requested to provide us with your presentation **slides in advance, latest by 14<sup>th</sup> September 2021**. The following formats are acceptable: pptx, pdf, mp4. **Keynote formats are not allowed**. These need to be converted before your upload. You can upload / record your presentation [here](#) (click your name – Personal Page – Upload presentation) or send it to [ccp-conference@img.cas.cz](mailto:ccp-conference@img.cas.cz).

## HOW WILL IT WORK DURING THE CONFERENCE?

The official time zone of the 3<sup>rd</sup> CCP Phenogenomics Conference 2021 is Central European Summer Time (UTC+2). The official programme will start on Thursday, 16<sup>th</sup> September, at 10:00 AM.

First, please log in into the virtual platform (details above). **Please join your active session 15 minutes before each session starts.**



The screenshot shows a navigation bar with 'MY REMOTE PARTICIPATION' highlighted. Below it, a session titled 'Keynote Lecture & Closing' is listed for 17:00-18:00 on 17.09.2021. A red arrow points to an 'Enter the session' button. Below this, a 'Closing' session is shown starting at 17:40 with a 20-minute duration.

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### Our technician will welcome you and guide you through the interface.

- Once your presentation starts, we will run your pre-recorded presentation or pre-uploaded slides on our computers. You will be controlling the presentation (slides) remotely by arrow buttons or moving slides below the presentation's window.
- At the end of each session there will be a "Discussion with speakers" moderated by the session's chair. He will be reading questions posted by the participants. Also anyone may also raise his hand and after chair's invitation he may ask his question directly to you using his sound and screen.
- Do not forget to use same outfit as you used for pre-recording (if the pre-recording is used).
- Encourage audience for interaction.

Should you have any questions or requests, please contact us at any time.

### Conference Hotline - Contact Us

If you have any questions or issues during or prior to the CCP Phenogenomics Conference 2021, please contact us at [d.prejkova@aimgroup.eu](mailto:d.prejkova@aimgroup.eu) or at: +420 720 305 770.