

## Session structure

### Digital procedure of scientific sessions/ abstract talk session

For participation the use of *Zoom* is required. If you are unable to use *Zoom* at your institute/clinic, please check if you can use *Zoom* for the session on your computer at home, in the mobile app on your tablet or mobile phone. If all these options are not possible, please let us know – we will find a solution.

Chairs and speakers will be in the *Zoom*-Meeting together with the technical staff. In this meeting you are entitled to use the microphone and camera. The person who is speaking will be faded in.

The audience will not be in the same *Zoom*-Meeting as you. They will see the meeting as a stream on the digital congress platform.

Pre-recorded presentations are played by us, discussants are faded in depending on the programme set-up. Speakers who choose to speak live are given remote control, we will start the presentation centrally from our server in order to be able to guarantee the best visual quality of the slides.

### ePoster self-study

All submissions can be found in the self-study section. Depending on the submission, you will find at least the poster or pre-recorded short presentation in addition.

### Communication between speakers, chairpersons and audience

Chat: The audience can ask questions or write comments via the chat window below the stream. These questions will be forwarded by the technical staff to the chairpersons of the session, so that they can be answered live by the relevant persons.

### Presentation of the pre-recorded lectures

Speakers submit their pre-recording a few weeks before the congress via the UploadCenter. These will be announced during the session by the chairpersons and faded in by our directors team of the stream.

The speakers and chairpersons will be live in the *Zoom*-Meeting during the entire session. After the presentation, a short discussion will be held. Questions from the audience will be moderated by the chairpersons and will be assigned to the speaker.

Throughout the session, our technical staff will be on hand in the background to give direction and help with any problems.

30 minutes before the start of the session, all chairs and speakers of the session will gather in the preview-meeting. There are no spectators present. In the preview-meeting you will receive final instructions and the access to the live meeting.

You will receive access data to the digital congress platform and to the individual preview-meetings shortly before the congress.

**Please be aware: the access data to the digital congress platform differ from the access data of your individual preview-meeting.**