



ESPN 2021 Course Virtual Platform

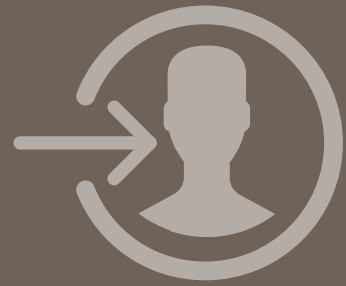
Manual for a better Virtual Experience

Organising Secretariat



ERASMUS
KYVERNITIS GROUP | Conferences & Events

How to Sign In



For optimal performance of our virtual platform, we recommend using **Chrome Browser**

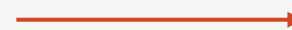


1 Follow the «**Auto Login**» link as sent to you by email

Or

2 Enter the event's platform link and then use your **e-mail & PIN** that you have received with your last-minute information letter

In case you don't remember your pin, press the *Forgotten your password/PIN* button



Sign In

Email

Password/PIN

Sign In

[Forgotten your password/PIN?](#)

What to set up the first time you sign in



After the sign in page, the first thing you will be asked to do is to turn on your camera and microphone

Turn on your microphone







Turn on your Camera





Welcome


We really want you to enjoy the event, but before we continue we want to make sure you can participate.

Let's quickly check everything and then you're on your way.

-  Mic Access
-  Mic Selection
Great. Now let's make sure we're using the right mic. Select your preferred mic and click Set to continue.
-  Camera Selection
Last question before you head into the event, what camera would you like to use?
Canyon CNS-CWC6 Webcam (145f:023a) 



 Set

 Live Video Call Check


Your Personal Profile Settings (1/2)



- ✓ **See the instructions for using the platform**
- ✓ **Enter your Photo** (Profile)
 - Using the **Upload** button, you can upload a photo that you already have stored on your computer
 - Using the **Capture** button, you can take a photo right away using your computer's camera
- ✓ **Tell us a bit about yourself** (About me)
If you do not wish to enter any information about yourself, **add a dot**
- ✓ **Set your local Time Zone**
- ✓ **Update your personal password**

Event Checkin
Welcome Penelope. Please review your privacy settings below.


Welcome
Welcome to REC Summit 2021 Portal. Core features of the portal are presented in this video.



About You
Your contact details were provided as part of your registration.

First Name: Penelope
Last Name: Mitrogianni

Profile
Update your photo, bio and social media here.

Profile Picture:  **Upload** **Capture** **Delete**

About me
Tell us a bit about yourself

Time Zone
Please let us know what time zone you are in and we will adjust your timeline.

Time Zone: Use browser time zone

Password
Update your password here.

Update Password

Your Personal Profile Settings (2/2)



✓ In the **Privacy** section you can choose how you wish your name to appear on the list of attendees, **Meeting Hub** (full name or only your first name and the first letter of your surname)

✓ In the **Meeting Hub** you can choose which personal information you wish to share

✓ Once you have updated your personal information page, click **"Update & Close"**

Privacy
How do you want to appear to other attendees

Virtual Name Badge

- PM Penelope Mitrogianni
- PM Penelope M

Meeting Hub
When you connect with other attendees your contact details will be shared. You can decide what information you want to share.

Contact Information to Share

- Social Media Profiles

Media Settings
You can check that your media settings are correct and update them if needed.

Microphone
Μικρόφωνο (Logitech USB Headset) (046d-0a45)

Camera
Canyon CNS-CWC6 Webcam (145f-023a)

Change Settings

Update and Close

How to browse through the Platform as an Attendee (1/4)



After completing the initial settings, you will be taken to **ESPN Course Portal**, which is the main page of the platform. Here you can see **the Sessions (per day)**, visit the **Sponsor**, view the **Presenters Gallery** and **communicate with other attendees (Meeting Hub)**.

We recommend that you press F11 (or Fn & F11) button on your keyboard in order to see the full screen view.

Visit the **Sponsors**

Connect with other delegates through the **Meeting Hub**

View the **at-a-glance program of the Course**

Platform Browsing (2/4)



Look for the date & time of the Session you would like to join

Click on the icon and see the session details (speakers & lectures / presentations) **Session Information** window

Session Information

SESSION 12: Percutaneous Techniques: Lumbar
Speakers

Case presentation III

Dr. Giovanni Miccoli

Percutaneous Endoscopic Lumbar Discectomy

Prof. Sait Nacleri
Department of Neurosurgery, Health Sciences University, Unvanliye Training and Research Hospital, Istanbul, Turkey

Press **Join** to watch live the **Session**

The screenshot displays the ESPN 2021 COURSE portal for the dates 24-29 May 2021. The header includes the course title and the logo of the European Society for Pediatric Neurosurgery. The main content area features a 'TIMELINE' section with a navigation bar for 'VIDEO LIBRARY' and dates 'MAY 24', 'MAY 28', and 'MAY 29'. The 'MAY 28' date is selected. Below the navigation bar, a list of sessions is shown with their start times and 'Join' buttons. The sessions are:

- Cases for discussion II** (9:30am - 10:10am) with a 'Join' button.
- Round table discussion III: Infection and implants in neurosurgery - Who is at risk? how to avoid it and what management** (10:15am - 11:05am) with a 'Join' button.
- How I did it II** (11:0am - 11:50am) with a 'Join' button.

Annotations on the screenshot include:

- A red box pointing to the date and time of the session.
- A red box pointing to the session icon, which opens a 'Session Information' window.
- A red box pointing to the 'Join' button.
- A red box pointing to the 'Join' button in the 'Round table discussion III' session.

Additional elements on the page include a 'Filter' dropdown, 'Advanced' settings, 'Sponsors' and 'Meeting Hub' sections, and a 'MORE INFORMATION' section at the bottom right.

Platform Browsing (3/4)



Once selecting and joining from the **Timeline** the preferred Session to attend, you will be automatically transferred to the below environment

Press here to return to the home page (TIMELINE)

Submit written questions

Keep notes that only you can see

Click to connect and watch the Session

Platform Browsing as Attendee (4/4)



Portal **LIVE SUPPORT** **DND** **EXPORT** **HELP** **PM**

ORGANISED BY: EUROPEAN SOCIETY for PEDIATRIC NEUROSURGERY

TIMELINE
Timeline is displayed on your local time according to your browser settings

VIDEO LIBRARY MAY 24 MAY 28 MAY 29

Cases for discussion II ☆ 9:30am - 10:10am [Join](#)

10:00am

Round table discussion III: Infection and implants in neurosurgery - Who is at risk? how to avoid it and what management ☆ 10:15am - 11:05am [Join](#)

11:00am

How I did it II ☆ 11:10am - 11:50am [Join](#)

No further events today

Filter ☆ **Advanced** ✕

Sponsors [Meet Exhibitors](#)

Meeting Hub [View](#)

For instant view the session information please click the icon

MORE INFORMATION
Click on an event to learn more about it


Update your profile, refresh, sign out


Send your personal notes to your e-mail

Ask for Technical assistance



Meeting Hub (1/3)





Portal  24-29 May 2021

ORGANISED BY:  EUROPEAN SOCIETY for PEDIATRIC NEUROSURGERY

No further events today

Filter:  **Advanced** 



 Sponsors [Meet Exhibitors](#)

 Meeting Hub [View](#)



Timeline

Timeline is displayed on your local time according to your browser settings



VIDEO LIBRARY MAY 24 MAY 28 MAY 29

9:30am - 10:10am  Cases for discussion II  [Join](#)


10:00am

10:15am - 11:05am  Round table discussion III: Infection and implants in neurosurgery - Who is at risk? how to avoid it and what management  [Join](#)

11:00am

11:10am - 11:50am  How I did it II  [Join](#)

For instant view the session information please click the icon



MORE INFORMATION

Click on an event to learn more about it

Meeting Hub
Find and communicate with other attendees

Meeting Hub (2/3)



ATTENDEES

Filter on name or organization ONLINE NOW **Advanced**

- AA **Ana A** VIRTUAL PARTICIPANTS
- LA **Luca A** CONSTRUCTOR
- MA **Mahamed A** VIRTUAL PARTICIPANTS
- GA **Georgina A** BRASBAS-ORGANIZING SECRETARIAT STAFF
- CA **Cecilia A** VIRTUAL PARTICIPANTS
- RA **Rina Agushi** CANCELLATIONS
- DA **Diaa Al Safatli** VIRTUAL PARTICIPANTS
- BA **Bashar Alhani** The Royal Orthopaedic Hospital Birmingham VIRTUAL PARTICIPANTS
- EA **Emilie Aloy** VIRTUAL PARTICIPANTS

CONNECTIONS

PENDING

INVITATIONS

MEETING HUB

Click on another attendee to connect with them.

Once you're connected, you can engage in live chat, calls, schedule meetings, send messages and make notes.

The contact details and your notes can be exported via the Export Tool next to your Profile button at the top right.

✓ Search for and select the attendee you wish to connect with from the Attendees list

✓ Online users are highlighted in green

✓ By selecting an attendee his/her card is displayed. To connect with the attendee press **Call** to send an invitation

Meeting Hub (3/3)



ATTENDEES

bour

ONLINE NOW

Advanced

CONNECTIONS

1 PENDING

MB Marietta Boursinou
BRASMUS-ORGANIZING SECRETARIAT STAFF

0m 18s

INVITATIONS

No further events today

MB Marietta Boursinou
BRASMUS-ORGANIZING SECRETARIAT STAFF

Withdraw

Call Chat Message Meeting Notes Details

Video Call Inactive

Marietta Boursinou Penalopa Mitroyianni

Video Call

A detailed list of your CONNECTED / PENDING contacts and the INVITATIONS you have received is displayed in the middle of the screen.

Once you are connected to an attendee, select one of the available communication methods

Live Support



The screenshot shows the ESPN 2021 Course website for the European Society for Pediatric Neurosurgery. The top navigation bar includes the course title and a 'LIVE SUPPORT' button. The main content area features a 'TIMELINE' section with a list of events, each with a 'Join' button. A red box highlights the 'LIVE SUPPORT' button in the top right corner.

ESPN 2021 COURSE
24-29 May 2021

EUROPEAN SOCIETY for PEDIATRIC NEUROSURGERY

TIMELINE
Timeline is displayed on your local time according to your browser settings

MAY 24 MAY 28 MAY 29

Cases for discussion II ☆
9:30am - 10:10am [Join](#)

Round table discussion III: Infection and implants in neurosurgery – Who is at risk? how to avoid it and what management ☆
10:15am - 11:05am [Join](#)

How I did it II ☆
11:10am - 11:50am [Join](#)

[LIVE SUPPORT](#)

Press here for **Live Support**, a box appears where you can type your query

The screenshot shows the 'Live Support' chat interface. It features a text input field for typing a message, a 'Request Video Call' button, and links for 'End Live Support', 'Check Camera & Mic', and 'Send Technical Info'.

Live Support [Close]

Chat

Type a message

[End Live Support](#) [Request Video Call](#)

[Check Camera & Mic](#) [Send Technical Info](#)

The answers of our team of Technicians are displayed directly on your screen, while at the same time you can request for support via a **Video Call**



Welcome to *ESPN 2021 Course Virtual Platform*



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