

## German Conference on Synthetic Biology (GCSB21) - Engineering Living Systems – A short guide to the virtual event platform

### Join the virtual event platform

Link to the virtual event platform of GCSB 2021 (platform is Converia Virtual Venue):

<https://gcsb2021.virtual-venue.io/>

Access only for registered participants.

Login with **user name** and **password** you have set when you registered for the event.

### Features of the event platform

- Access to the **live programme** with links to each lecture
- Direct **contact** to speakers, poster authors and participants
- **Posters** are accessible as e-posters (PDF), with different ways of interaction with the authors.
- **Networking** and discussion with the participants is possible via 1:1 meetings or chats. Furthermore, you may meet and talk to your colleagues on “**wonder**” during the whole conference.

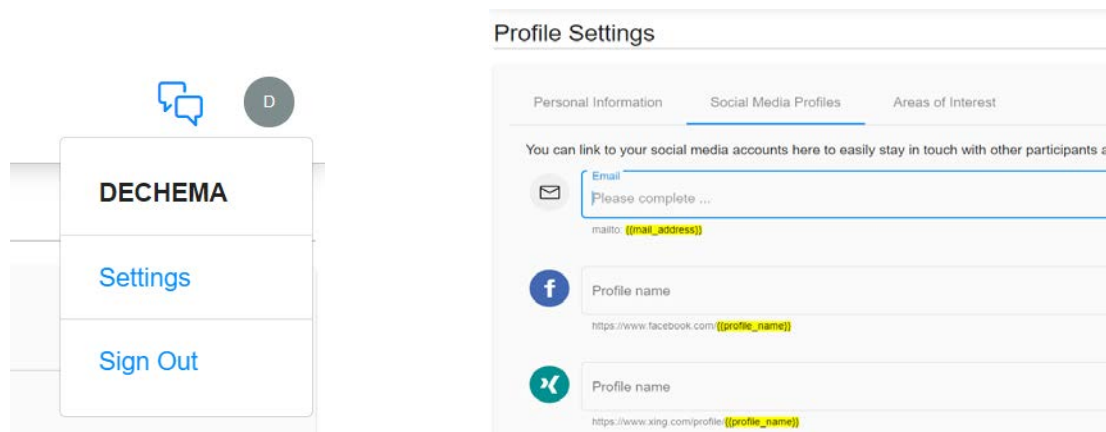
**Tip: Refresh the website occasionally (Ctrl & R) if you were in-active for a while**

### Your virtual profile - Settings

Please complete your **personal profile**. This is very helpful for the interaction with the other participants (e.g. with same areas of scientific interest).

You will be asked to complete the profile when you enter the event platform for the first time. At any time, you can update your profile settings in the upper right-hand corner of the screen.

In order to be contacted by email (via your standard email system), please **actively add your email address** in the profile settings (Profile > Settings > Social Media Profiles).



The screenshot shows the 'Profile Settings' page with three tabs: 'Personal Information', 'Social Media Profiles', and 'Areas of Interest'. The 'Social Media Profiles' tab is active. Below the tabs, there is a message: 'You can link to your social media accounts here to easily stay in touch with other participants a'. There are three input fields for social media profiles:

- Email:** A field with an envelope icon, containing the text 'Please complete ...' and a placeholder 'mailto: {{mail\_address}}'.
- Facebook:** A field with the Facebook 'f' icon, containing the text 'Profile name' and a placeholder 'https://www.facebook.com/ {{profile\_name}}'.
- Xing:** A field with the Xing 'X' icon, containing the text 'Profile name' and a placeholder 'https://www.xing.com/profile/ {{profile\_name}}'.

On the left side of the screenshot, there is a user profile card for 'DECHEMA' with a 'D' in a circle, and buttons for 'Settings' and 'Sign Out'.

## Lectures as live streams

To **access the lectures**, please click on the respective session. The lectures are visible as a live stream; volume control and full-screen mode settings are possible within this window.

**Please use the Q&A tool for questions to the speakers:**

**Q&A:** Please click on the current lecture title next to the live stream window to obtain the **question & answer area** associated with the lecture (**Q&A area opens below the live stream window**).

Please **write your questions in this Q&A area** at any time during the lecture. Your questions will be sent to the moderator of the session for the subsequent discussion.

For a more **general exchange** with other participants you may use the

- **Session chat:** By clicking on the sessions you will find a chat function to the right of the streaming window where you can exchange information with the participants attending that session.

## Poster Presentation

All posters are displayed throughout the whole duration of the conference. The authors will be around during the poster session to answer your questions. Furthermore, you may contact the authors any time via chat or send messages.

Meet up poster authors during **poster session** on "*wonder*" on 15 September, 2.50-4.20 p.m. for more discussion.

## Networking opportunities

### Contact other participants directly

If you wish to contact a participant individually, click on the name in the list of participants. A small green dot shows who is presently online.

A window with different communication options will open:

- **"Meet now"** button: If the person you wish to contact is currently online, you can ask him/her directly for a 1:1 meeting with microphone and video camera. If both sides agree the meeting, the browser-based software „BigBlueButton“ will open automatically to start the 1:1 web meeting, you do not have to download or install any application.
- **"Send message"** button: you directly enter a chat. You will find your incoming messages in the **Messages** at the top, right next to your profile.
- **Tip:** As you will not receive a signal for incoming messages, we recommend to checking your message box regularly.

