



XX IOSTE Symposium 2022

Recife, Brazil - 25-29th July

VIRTUAL PARTICIPATION GUIDE

IOSTE 2022

The XX IOSTE International Symposium will be held at the Federal University of Pernambuco and Mar Hotel Conventions in Recife, Brazil. The Conference will be in a hybrid format with blended activities using the **ZOOM Meeting platform** and the **Padlet app**.

As informed on the official website (www.ioste2022.com), participants registered in the virtual modality will participate in:

- Opening and Closing Sessions
- Keynote Presentations
- Blended Oral sessions
- Online Poster session
- Symposia
- Regional Meetings (exclusively online activity)
- General Assembly

All the activities will follow the local time (Brasilia, GMT-3). Information about timezones differences is presented on the official website and will be disclosed in the conference program book. **The participant's responsibility is to access the activity on the virtual platform at the time described in the schedule.**

1) OPENING, KEYNOTE PRESENTATIONS, AND GENERAL ASSEMBLY

For these activities, the ZOOM Meeting platform will be used. The participants registered in the virtual modality will receive the room's link by email to access activities. **The link will be sent the week before the Conference and the participants have to access it at least 10 minutes before the beginning of the activity.** Each ZOOM room will be hosted by a member of the conference's staff.

At the end of the keynote session, the audience will have time to pose questions and a moment will be reserved for the questions from the virtual audience, during the time reserved for each presentation in the schedule. The chat tool won't be used at this moment. Therefore, the questions have to be posed aloud. In the general assembly, the virtual audience will follow the same procedure.



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2) ORAL SESSIONS AND SYMPOSIA

For these activities, the ZOOM Meeting platform will be used. The participants registered in the virtual modality will receive the room's link by email to access the activity. **The link will be sent the week before the Conference, and the participants have to access it at least 10 minutes before the beginning of the activity.** In the email, each room link will be identified by the same name/number presented in the conference program book. Each ZOOM room will be hosted by a member of the Conference's staff.

Virtual presenters will present their papers during the ZOOM call for both virtual and in-person audiences. At the discussion moment, virtual participants will be able to pose their questions as well as respond to them. The discussion will be mediated by the chair session (in-person) identified in the conference program book.

3) ONLINE POSTER SESSION

The online poster session will use the app Padlet. Padlet is an online app that can be accessed through a web browser in which the organizing committee will upload the poster files to be accessed by any conference attendees. Participants can pose questions and comments to the online posters. All the poster presenters (both online and in-person participants) will have to send their posters to conference organizers, and the organizing team will set up the virtual environment to be used by participants. **There will be no need to download the app nor to make new registrations - in due time organizing team will send the instructions to access the platform and deadlines for poster submission files.**

The poster session in the virtual format will be asynchronous. All the virtual and in-person poster presenters will have to submit poster files to the organizing committee by email ioste2022@ufpe.br.



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4) **REGIONAL MEETINGS**

The regional meetings will be in a fully virtual format. Each regional representative will organize its meeting using any platform (Google Meet, ZOOM Meeting, or similar) and will be responsible for scheduling, opening the virtual room, and sharing the meeting information with the regional members. In the program schedule, there is a time reserved for the regional meetings. However, each regional representative can set up a more convenient time considering the timezone of virtual participants pertaining to their regional. **Regardless of the decision, the time for the regional meeting should be informed to the organizing committee by July 15th by email at ioste2022@ufpe.br.** The executive board of IOSTE will get in touch to request the needed information.

For any queries, please do not hesitate to contact the organizing committee via email at ioste2022@ufpe.br

We are looking forward to meeting you virtually or personally at the IOSTE 2022 International Symposium!

João R. R. Tenorio Silva & Glauco S. F. Silva

Chair & co-chair

Cristiano B. Moura, Roberto Soares Cruz-Hastenreiter & J. Euzebio Simões Neto

Secretary