

FREQUENTLY ASKED QUESTIONS

On which platform will the conference take place?

The SciMed PhD Conference will take place entirely on Zoom. A compilation of links for all events will be included in the booklet and the google sheet provided via email. **We will send the booklet to all participants a few days before the conference.** Importantly, each session will have one designated link. This means that when you leave a session and want to enter the same session again at a later stage, you will enter using the same link.

How do I register for the workshops?

Make sure you have all the information about the workshops provided on our website. You must select two workshops you are interested in by filling the registration form in the following link until 6th of September (Sunday):

On the 7th of September (Monday) we will send an e-mail confirming your registration to one of the chosen workshops.

How will the parallel sessions work?

One of the sessions will take place in the same Zoom Webinar for the day. The other will take place in a parallel Zoom Webinar, with a link provided. You can rejoin the common sessions with the original link.

Please try to join all talks in time, ideally a few minutes in advance. Due to the dense program and multiple talks scheduled per session, we will have to adhere to the time schedule.

Do I need Zoom to participate in the virtual symposium?

We recommend that you download the Zoom Client for Meetings ahead of time, with UNIGE licensing (<https://unige.zoom.us/>). Tutorials on how to create an account (“Connecting to Zoom with a UNIGE ISIs account”) and schedule a meeting (“Scheduling a Meeting or class on Zoom”) are available through the UNIGE website: <https://www.unige.ch/enseignement-a-distance/en/mastering-tools/zoom/>

The web browser client will download automatically when you start or join your first Zoom Meeting, but we **recommend** that you manually download it **prior** to the conference using the link above. Although you do not need to download the Zoom application to participate—you can run the meeting in your browser by clicking “join from your browser” at the bottom of the page—the viewing experience is better through the app.

What are the Zoom system requirements?

View Zoom System Requirements for PC, Mac, and Linux.

<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>

How are the sessions formatted?

All **speaker sessions (invited speakers, student talks, flash talks) will be held as Zoom Webinars**. This means that attendees will be muted upon entry and cannot turn their video on.

More interactive sessions of the conference (the **workshops and poster sessions**) will take place as **Zoom Meetings**. Here, participants are in control of their microphone and video.

Where can I find the program and schedule?

The schedule can be found in the booklet. The booklet will be sent to all registered attendees a few days before the symposium and contains the detailed program including titles and abstracts of talks and posters, together with the links of the meeting.

How can I ask questions to the speakers?

Please ask your questions in the Q&A section in Zoom and NOT in the chat box throughout the talk. You can also read other participants' questions there and like them. At the end of each talk the panel moderators will select the highest ranked questions and ask them out loud to the speakers.

How will the flash talks be organized?

Flash talks are 3 min presentations of maximum 3 slides, advertising your poster. The session will be part of the general SciMed 2020 Webinar (see the link in the booklet). There will be **NO** questions after your flash talk. Flash talk presenters will have time during **their poster session** for further discussion with other attendees.

How will the poster session be organized?

Posters are unlimited in slide number, however you are expected to deliver your presentation in less than 10 min to committee judges. **Poster presenters will create their own Zoom Meetings, and share the meeting link with the organizing committee via our Google Form by Sunday, September 6th.** We will then distribute an addendum to the poster presentation schedule, containing all Zoom links, in the days prior to the conference. **Please disable passwords, waiting room, and recording functions for your meeting.** **Make sure it is scheduled for the correct day and time, corresponding with when you have been scheduled to present.**

To turn off the password and waiting room, just make sure the password and waiting room are unselected, under the security tab, when scheduling your meeting. To disable recording, unselect “Automatically record meeting” in the Meeting Option tab. Examples, below.

Security

Passcode Waiting Room

Meeting Options

Enable join before host

Mute participants upon entry 

Only authenticated users can join

Breakout Room pre-assign

Automatically record meeting

Enable additional data center regions for this meeting

Google form for Poster Zoom Meeting Registration:

https://docs.google.com/forms/d/e/1FAIpQLSfBCssF-cEEwxb5LzeBasi5-b5ZeQ9Y9tvPdoi5FDplOnt5Mg/viewform?usp=sf_link

*If a poster happens to be very busy and in the middle of a presentation, do not be discouraged, we recommend going to see another poster, and coming back a little later.

Will the talks, flash talks, and poster sessions be scored?

- **Student talks and flash talks:** These sessions will be judged by the audience. During the conference, you will receive links to

a Google Form, where you will select your two favorite student talks, and your two favorite flash talks.

- **Poster session:** You will be scored by members of the organizing committee. When a committee member enters your meeting room, they will announce that they are a judge. Please be ready to present your poster to them in less than 10 minutes for scoring.

The top two presenters in the student talks, flash talks, and poster sessions will be awarded prizes.

Will the talks be recorded?

We will not be recording any talks or other sessions of the symposium. Only registered symposium attendees will be able to attend the meeting.

What if I encounter a bad link or technical problem?

Should you encounter a faulty link or technical difficulties, please email a member of our technical support team at phdretreat-medicine@unige.ch and we will try to help you as soon as possible.