First Ever ISPP Virtual Meeting

How will it work?

The first-ever ISPP virtual meeting will be hosted online by a professional online meeting company. Our virtual venue will contain a welcome area with the conference agenda, and virtual meeting rooms planned within two different time zones. Attendees can log in and choose which live sessions to join, and enter a virtual room with one click. Sessions will be recorded and made available to event registrants on-demand. We understand the significant loss of face-to-face interaction and exchanging of ideas that occurs during an in-person meeting. However, we hope to recoup some of this networking potential through our virtual event. Ideas for virtual networking opportunities are being discussed and plans for this will be shared at a later time. An alternative presentation format will be decided on for poster presentations. All other presentation formats will remain the same. Authors will need to indicate participation for the virtual event by **April 16th, 2020** to remain a part of this online program. See the end of this document for virtual meeting space examples.

Refunds

Refunds will be granted according to the response above. All those who would like to participate in the 2020 ISPP Virtual Event will be refunded 50% of their in-person registration rate. All those who indicate that they do not wish to participate in a virtual event, will be granted a full registration refund.

Registration

If you have not yet registered for the conference and would like to participate in the virtual event, you can do so by using the online, mail, or call option listed on the registration webpage.

Hotel Reimbursements

If you have already booked your stay at the Maritim Berlin in ISPP's room block, you are able to cancel your reservation at no charge more than 48 hours prior to your scheduled arrival (even for those that were indicated as "non-refundable"). Please contact the hotel to cancel your reservation. If you experience any issue with your cancellation, you can contact the ISPP Central Office.

Welcome Area Example

Below is an example of the Welcome Area. This is the entry point for the conference which will host the entire conference agenda. This agenda will link to virtual meetings rooms and sessions taking place at various times. Once a session is selected you will be directed to the meeting room hosting that session. You will be able to enter and exit sessions easily.



Meeting Room Example

Below is an example of the view inside a virtual meeting room. The screen can be expanded to view full-screen. The agenda below shows all the sessions scheduled for this particular room for the day. You can navigate back to the Welcome Area and full agenda by selecting the home link at the top of the page. Support will be available throughout the entire conference via the support link at the top of the page. Ideas for networking and engagement opportunities to include with these virtual sessions are being discussed.



The <u>ISPP Central Office</u> is available to answer any questions you may have. Please note, we are in the early stages of organizing this virtual event. We appreciate your patience and continued support as we navigate these unprecedented times.