



Guidelines for Online Pitch Presenters

Welcome!

We look forward to welcoming you to the **World Congress on Genetics Applied to Livestock Production (WCGALP)**! As a Pitch Presenter, your participation is key to the success of the Congress and we want you to feel ready for it. To help you, we have put together this guide. We kindly ask you to carefully read it ahead of the event.

WCGALP will be hosted in-person in Rotterdam, The Netherlands, as well as on an event platform called OnAIR. In this online platform, participants can access the online programme and view a list, per day, of all the online sessions taking place, connect with other participants and much more.

Congress Dates

WCGALP takes place from Sunday, 3 July to Friday, 8 July 2022.

Congress Programme

The full programme can be found [here](#).

Presentation Requirements

Your presentation should follow the below guidelines:

- **Prepare** your presentation in PowerPoint, in **16:9 ratio (widescreen)**. Include the title of your presentation, as it appears in the final program, on your first slide.
All Presenters are asked to prepare **one PowerPoint slide** for their pitch, without animations. Please include your contact information on your slide so people can contact you for more information afterwards.
- **Record your presentation in Zoom**, here's a short instruction video to help you pre-record your presentation: <https://youtu.be/QcIB7EGM5fQ>. Alternatively, you can also pre-record your presentation in PowerPoint. Instructions on how to record in PowerPoint can be found [here](#). Please ensure you save your PowerPoint recording in .mp4 format before you upload it via the upload link.
- **Upload your recording** in mp4 format via the upload link sent to you before July 1st, 2022. If you haven't received the upload link, please contact us at wcalp@congressbydesign.com.

For further instruction please visit: <https://wcalp.com/guidelines-for-pitches>

WCGALP Online Platform

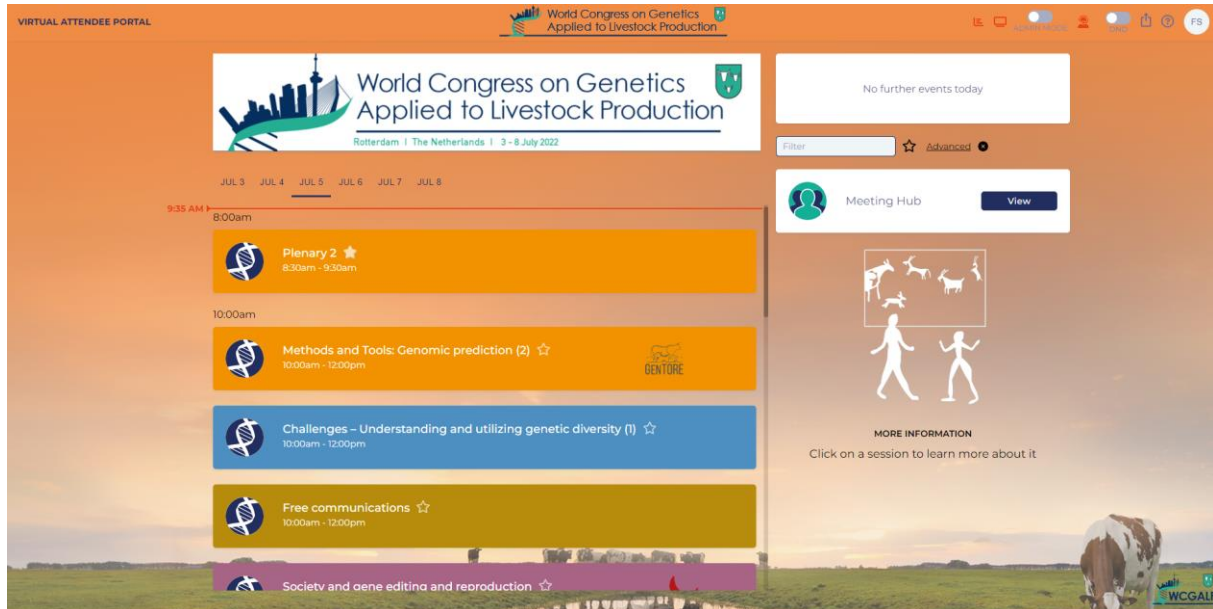
On the day of your session, your pitch recording will be played by the AV team, but we encourage you to log in to the WCGALP online platform to engage with the audience in the Discussion Forum (online platform chat) or view the questions submitted by the audience. Online platform login details have been shared on 23 June 2022.

Below a short explanation with screenshots of how the online platform speaker view and Live Q&A works.

Online platform Timeline:

In the Timeline, sessions are listed in chronological order per day.

- By clicking on a session in the programme overview, more information on the selected session will appear in the Information box on the right-hand side.

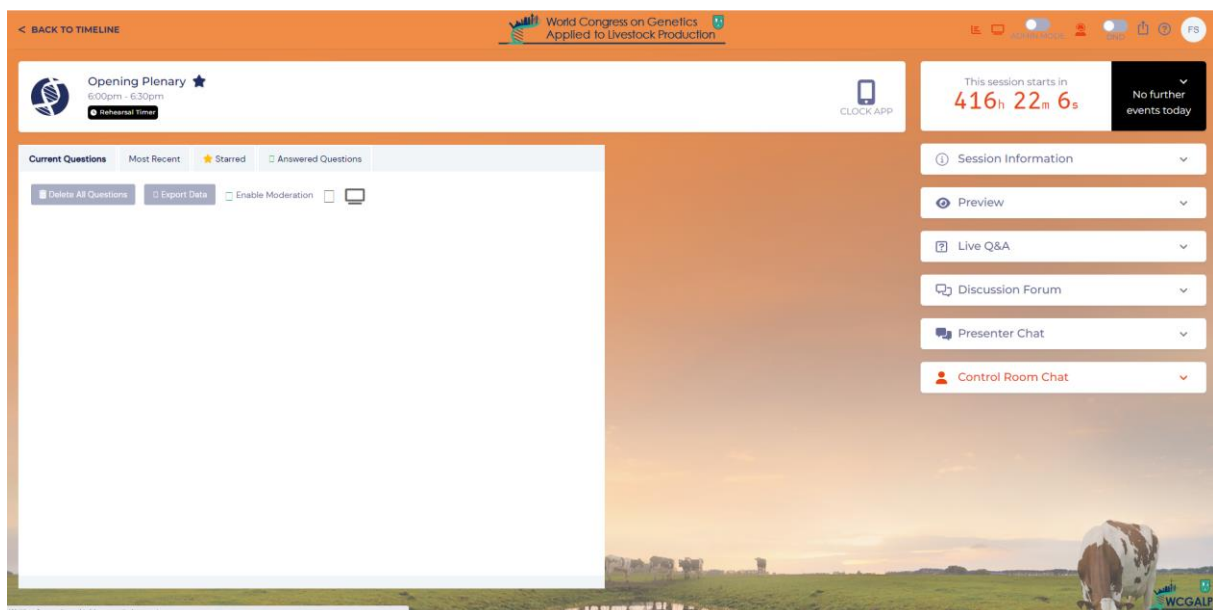


How to Join the Sessions:

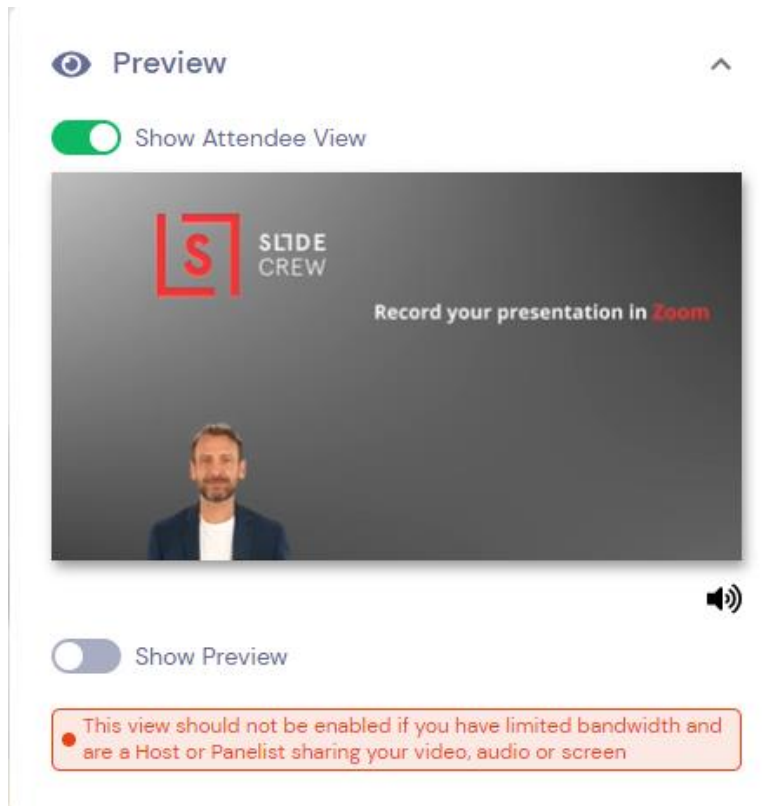
- On the day of your session, click on the 'Join' button next to the session title.



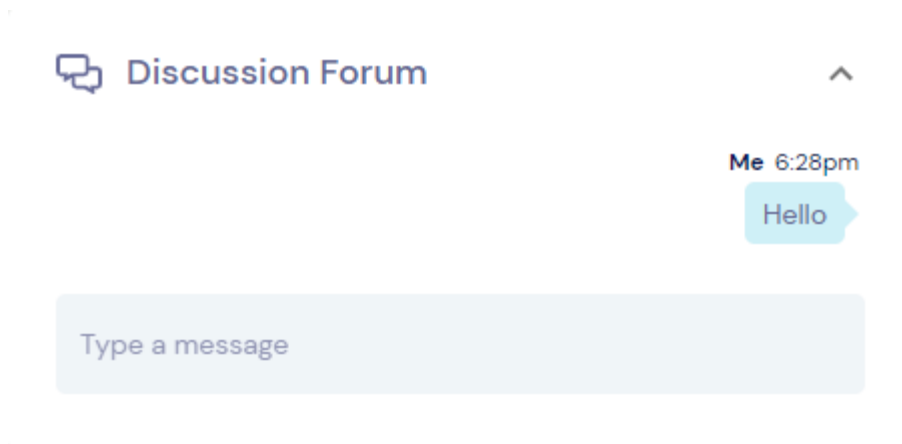
- Once inside that session, you will find the Live Q&A on the left-hand side and the Discussion Forum (online platform chat) and other functionalities on the right-hand side. Click on the arrows next to the various functionalities to expand the windows.



- To watch the session, expand the Preview option on the right-hand side and select Show Attendee View.



- You can chat with the online audience by expanding the Discussion Forum functionality on the right-hand side.



- Questions from the online audience will appear on your screen as they come in. Please stay on the 'Current Questions' tab to see all questions.

The screenshot shows a live Q&A interface. At the top, there are four tabs: 'Current Questions', 'Most Recent', '★ Starred', and '✓ Answered Questions'. Below the tabs are four buttons: 'Delete All Questions', 'Export Data', 'Enable Moderation' (with a green checkbox), and a pause icon. A question from 'Francesca Sabba' at 6:21pm asks 'What time is it?'. To the right of the question are icons for a star, a pencil, a checkmark, a person icon, and a trash can. A thumbs-up icon with the number '1' is also visible.

Please note that the questions will be moderated by the onsite Session Chair. If there are questions addressed to you, feel free to answer them in writing. The Live Q&A controls are as follows:

- Green box – if ticked, the question will be visible to participants in the online platform and conference app. This will be managed by the Session Chair.
 - Star icon – moves a question to the Starred tab
 - Pencil – to answer a question in writing. Once answered the question will move to the Answered Questions tab
 - Tick – to mark a question that has been answered live. The question will move to the Answered Questions tab
 - Person icon (send to presenter) – not used for this event
 - Bin icon – to delete a question. Deleted questions cannot be retrieved
- Once your session is over, go back to the timeline to follow other sessions or visit the Meeting Hub to connect with other participants.