SAN 2020 XXXV Annual Meeting October 7 - 9



## E-poster:

Virtual posters should be prepared as a traditional poster and saved as a pdf (max 30 MB - 800px width and 1400px height). The poster itself should be in English, but can be orally presented in the language you feel more comfortable with. A basic guide to creating a research poster can be found here: <a href="https://guides.nyu.edu/posters">https://guides.nyu.edu/posters</a>

### Live e-poster session:

The presenting author should be present during the entire two and a half hours e-poster session and will be responsible for sharing their screen, presenting their poster, and answering questions from the attendees.

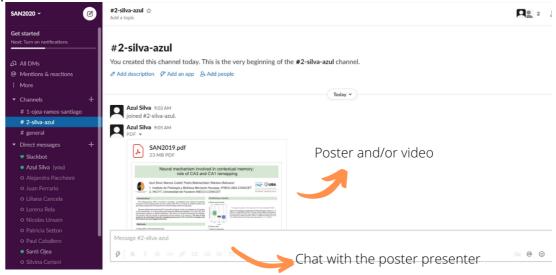
- 1. If you are going to use Zoom, you should provide a link for your meeting. In order to create this link, first log in to your Zoom account, set a scheduled meeting and select 'Recurrent Meeting' to ensure people can join using the same link once the 30 minutes limit ends. If you plan to use Google Meet, you need to schedule your meeting using Google Calendar. Go to Google Calendar, create an event on the date and time slot of your e-poster session and select 'Add Google Meet video conferencing'.
- 2. Start your meeting several minutes before the beginning of the e-poster session using the link that you provided in the SAN2020 webpage. Once the session has started, the congress attendees interested in your poster will enter your poster-room. If an attendee is engaging in harassing or inappropriate behavior, please remove them from your session and report this to saneurociencias@gmail.com.
- 3. Once the meeting has started you can share your poster with your audience by clicking the 'share screen' button. Beware to turn your video and mic on so attendees can follow you in the presentation.

#### Answering questions and engaging with attendees:

- Attendees should be muted upon arrival into the meeting, but can unmute themselves to ask questions. Both attendees and presenters should follow the code of conduct on the SAN2020 webpage, and should engage in respectful discussion. Poster presenters, as hosts of their own meetings, can mute attendees and can remove them from the meeting if needed.
- 2. Questions from attendees can be asked verbally or written in the chat window.

#### Slack e-poster session:

The PDFs of all posters will be available online one week before the Congress start date. This asynchronous e-poster session will be held using Slack, which is a channel-based messaging platform. This platform will allow congress attendees to interact via chat with the poster's main author. This implies that each poster will have a Slack channel assigned by the Organizing Committee. In the e-poster section of the SAN2020 webpage, you will find the Slack links to all the posters channels. A typical poster channel would look like this:



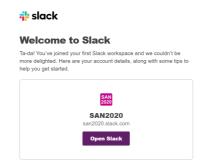
Each attendee will be invited by email to join the Congress' Slack workplace (SAN2020).

### Slack tutorial:

You can either use the Slack platform directly from the Slack webpage (<a href="https://slack.com/signin">https://slack.com/signin</a>) or you can download the app to your cellphone or computer (<a href="https://slack.com/intl/en-ar/downloads/windows">https://slack.com/intl/en-ar/downloads/windows</a>).

Here we show you how to use slack from the webpage:

1. You will receive an email form SAN2020 slack. Press the Open Slack button.



2. You will be redirected to the slack page to log in.



3. Once that you are logged in, you will be able to visit SAN2020 slack.



# Poster presenters:

To upload your poster and/or video to your Slack channel, select the clip icon in the dialogue box of your channel, and upload the files.

