APVRS 2022 Taipei – Guidelines for Delegates on Session Day

The Congress Committee appreciates your support in the upcoming 15^{th} APVRS Congress. This document has been prepared to assist you in attending the Congress successfully on November 18 - 20, 2022.

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1. Registration

All delegates should have already registered for the congress this year. A registration confirmation email, including login credentials, has been sent directly to your inbox. If you have any difficulties retrieving the confirmation email, please email nancyng@apvrs.org for assistance.

In-Person Participation

The APVRS 2022 Congress registration desk is located on the 7/F of Taipei Nangang Exhibition Center Hall 2 (TAINEX2) and will operate during the following hours:

Date	Time
November 18, 2022	07:30 – 18:30
November 19, 2022	07:30 – 18:30
November 20, 2022	07:30 – 13:45

On arrival at the Congress, collect your badge and other materials at the registration (Room F). During the opening hours noted above, staff will be available to answer your questions and provide information about the Congress, venue, and surrounds.

Virtual Participation

The online registration will be closed temporarily after Nov 14, 2022 and reopened on Nov 18, 2022 (00:01am GMT+8). Accounts registered and paid after Nov 18, 2022 will take 24 hours to be activated to attend the Congress.

2. Preparation Before the Congress

- a. Navigate the APVRS 2022 Taipei Congress Website and Mobile App: The APVRS 2022 Taipei will be conducted in a hybrid format and it is compatible with desktop and mobile devices. All real time updates can be on the congress website and mobile app. You are strongly recommended to watch our a walk-through tutorial video and navigate the virtual platforms before the Congress. To enjoy full access of our virtual platforms, be sure to login the platform with your APVRS 2022 Taipei login credentials and turn on the notifications!
- b. **Check Your Schedule:** Please check the presentation schedule online at https://2022.apvrs.org/program-schedule/ or mobile app. All time shown is Hong Kong Time (GMT+8). You may change the time zone on our virtual platform and utilize any time zone converter online for checking the session time in your area. Please do check the schedule regularly to keep up with the latest updates.

Virtual Participants

- c. Make Sure You Have Downloaded Zoom on Your Computer or Mobile Devices: Live broadcasted sessions at the APVRS 2022 Taipei will be operated over Zoom. Please install Zoom in advance as this is the only way for delegates to participate in live sessions.
- d. **Stable and Strong Internet Connection**: Please make sure you have a stable internet connection for joining the Congress in advance. We strongly recommend delegates LAN connection instead of Wi-Fi connection.

3. Overall Session Operation

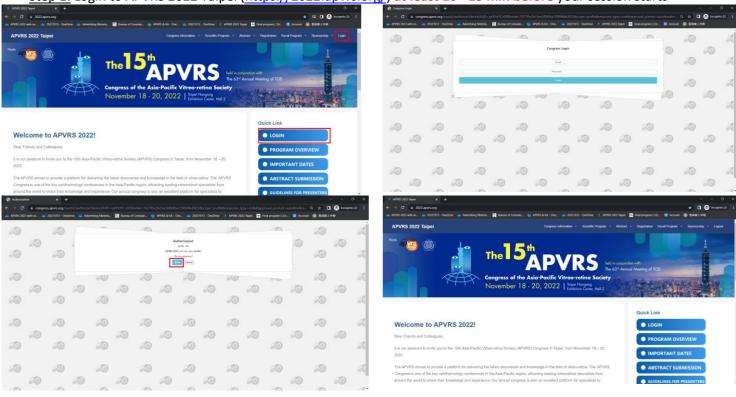
- The APVRS 2022 Taipei is a hybrid congress. Each session may be consisted of:
 - (1) Presentation (In-person and Pre-recorded/Live Dial In)
 - (2) Panel Discussion and Q&A (In-person and Live Dial in)



4. Attend Your Session Online

Below are the instructions for accessing the sessions online. Should you require further assistance, please email secretariat@apvrs.org.

Step 1: Login to APVRS 2022 Taipei (https://2022.apvrs.org/) at least 10 - 15 min before your session starts



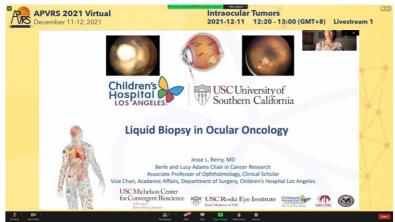
Step 2: Click "Program Schedule" to join the session of your interest





Step 3: You will be directed to the relevant Zoom room. Participants will be muted at all time.

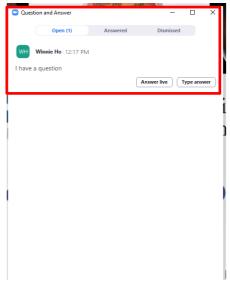
<u>Step 4:</u> At the time when the session is scheduled to begin, the session will be started accordingly (sample interface as below).



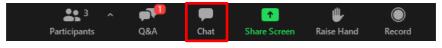


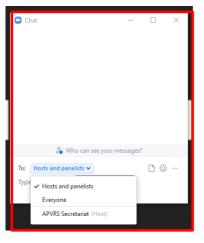
<u>Step 5:</u> Questions can be raised through the Q&A function or the chatbox of the zoom webinar. Chairs / Moderators may directly answer the questions verbally or through text.





<u>Step 6</u>: For any IT support, please click "Chat" button on the menu bar to send instant text messages to APVRS IT.





5. Stay Tuned to the Latest Congress Updates

To stay tuned to the latest congress updates, you are strongly encouraged to visit the <u>Congress website</u> or download the Congress App at:



Android