### Virtual ISPOR Latin America Summit 2021 Attendee Guide

Live Dates: 30 September – 1 October

**#ISPORLA** 



## Welcome! ¡Bienvenido! Bem-vindo!



The Attendee Guide is your quick resource for accessing and navigating the virtual platform for Virtual ISPOR Latin America 2021.

Highlights include finding sessions, exploring exhibits, simultaneous interpretation and Zoom tips and tricks for participating in face-to-face activities.



#### **Attendee Guide Overview**



## **Virtual Summit Overview**







#### **Virtual Summit Overview**

- This is a **blended learning experience** designed to connect thought leaders and attendees in a virtual environment accessible from anywhere in the world through an online platform.
- The Virtual ISPOR Latin America Summit 2021 conference will be comprised of LIVE Breakout Sessions and Networking Roundtables. All sessions will be available within the platform until 31 October.
- The sessions, within the virtual platform, are done with Zoom.
- The Virtual ISPOR Latin America Summit is scheduled for 30 September 1 October 2021.





#### How to Access Virtual ISPOR Latin America Summit

- **1.** Sign into the virtual platform
  - ACCESS LINK for Virtual ISPOR Latin America Summit
  - PRO TIP: visit the virtual platform at least one day before the summit start date to confirm you have access
- 2. Click on Live Sessions and you will be directed to login
- **3.** Find and select the session you want to view
- 4. Then select the JOIN button. The Zoom Webinar will open you will enter the session as an attendee.

Please Note: If you are having an issue logging into the platform, please use the Live Chat.





#### **Login Screen**



#### Please sign in or create a new user account. If your login information is displayed below, then you are already logged in.

ogin	
Email:	someone@example.com
Password:	Password
	Remember me Uncheck if on a public computer
	Login
	Forgot your password? Create an account

#### Not a registered user yet?

The login information is the information that you provided during the registration process.

If you are a new visitor and do not already have a username and login, please register and create a new account.

## **Finding Sessions**







#### **Virtual Meeting Platform Homepage**







www.ispor.org

#### ISPOR

#### **Once You have Found Your Session**

- The join webinar button will be dimmed prior to the start of the session
- The join button will illuminate 30 minutes before the session start time. You will be put in a waiting room until the session starts (or within a few minutes after)
- Note: The page will automatically refresh every 15 seconds

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Times are displayed in (UTC-05:00) Eastern Time (US & Canada) (UTC-04:00 Daylight) Change

# Opening Session Room Opens at 11:30 AM Through and Beyond: How Latin America is Confronting COVID-19 - Back to Sessions The COVID-19 pandemic has presented significant challenges for the Latin America region, raising the question of how health systems can overcome emerging and systemic obstacles, and take advantage of opportunities to rebuild and prepare for future health crises. This opening session brings together a diverse panel of renowned experts to share insights on how the Latin America region can effectively confront and move beyond the pandemic. There will be a high-level overview of the regional landscape and situation, with presenters sharing how governments, multilateral organizations, private organizations, and academia work together to improve health outcomes and access. There will also be a discussion on the key role health economics and outcomes research (HEOR) is playing to support healthcare decision-making in prioritization of health investments and pricing and reimbursement of critical technologies, including COVID-19 therapies. Finally, how the health systems can ensure adequate integration of novel technologies in this challenging era will be explored from a multi-stakeholder perspective.

Sesión de Apertura - A través y más allá de la crisis: ¿Cómo América Latina se enfrenta al COVID-19?



#### **ISPOR**

#### How to Participate in a Session:

**Opening Session | Breakout Session | Closing Session | Educational Symposium** 

- The session will begin in "Listen Only Mode"
- Select your interpretation option
- The Chat feature will be enabled for attendee-to-attendee interaction
- Look for the Q&A button in your Zoom control panel to ask panelists a question
- You can comment on and upvote questions from your colleagues within the Q&A





#### How to Participate in a Networking Roundtable:

- The session will begin with attendees muted.
- The Chat feature will be enabled for attendee-to-attendee interaction
- The Discussion Leader(s) will engage attendees in the discussion. This is a mic on moment for attendees where you can openly discuss the topic with the Discussion Leader.

**Please note:** The networking roundtables do not offer simultaneous interpretation. Check the live session program to see which language each will be presented in.



## **Exploring Exhibits**







www.ispor.org

#### **Exploring Exhibits**





Visit and view Exhibitor Profiles in the Gallery 24/7 until 31 October.



## Exploring Exhibits Continued



Explore the latest technology, services, devices and innovative products and trends in the health economics and outcomes research (HCD) Field. During the live meeting, connect with Virula ISPOR Latin America Summit 2021 attendees. Leave messages or connect in real time using our text chat, start or join a group chat to discuss topics that are on your mind, or start a video chat to get that face-to-face experience that we all look forward to at an ISPOR conference. You're one click away from meeting fellow attendees Click here to begin chatming.



VIEW EXHIBITOR

Refine your search

- Search

Search



Use the open search field and filters to find specific exhibitors.

## Networking







#### Networking

- Check the Live Session program for our **daily Virtual Networking Roundtables** with industry professionals.
- Launch Chat to start a one-on-one or private group discussion, select the green Launch Chat button located on the top right of the screen. You will be prompted to complete your Attendee Profile the first time you enter. You must complete your profile to connect with other attendees.
- Interact with Exhibitors within the virtual Exhibit Hall



#### Launch Chat:

Leave messages for or connect in real time with fellow attendees

- Options include:
  - text chat
  - join a group chat
  - or start a video chat to get that face-to-face experience that we all look forward to at an ISPOR event
    - Video chat is available for both 1-on-1 and small group interaction



#### Launch Chat Continued

- Click on Launch Chat in the menu bar
- You will be prompted to complete your Attendee Profile the first time you enter. Update your profile and begin interacting with others.
- Please note: you must complete your profile to connect with other attendees. Any attendee that does not complete their profile will be unable to chat with other attendees nor will other attendees be able to connect with

First name	Profile photo
Demo	Recommended dimensions is 190 * 190 May Vila cha 1 MR
Last name	Allowed file types ["JPEG", "JPG.", "PNG"]
Attendee	
Organization name	
lob title	
What I'm Interested in chatting about	Opicad an image
	○ Hide from Attendee Directory
	Show in Attendee Directory
	h
LinkedIn profile link	
Caua	
Save	



#### Launch Chat Continued:

- Find other registrants in the "Attendee Directory."
- Send a Chat Request to start messaging or join a video call once your request is accepted.
- Be sure to **monitor your** "**Pending Chat Requests**" to find other attendees who want to connect with you.
- **Check the Attendee Directory often** (especially as we get closer to the live meeting in May) as more attendees complete their profiles and are added.

DA	Demo Attendee ISPOR test	Send Chat Request
DA	Demo Attendee risd algaf	Le Send Chat Request
DA	Demo Attendee ASEEES convention	Send Chat Request



#### **Group Chat Topics**

- Create your own "Group Chat Topic" to start a discussion or topic that interests you. These conversations can continue even after the live conference ends!
- Join in the conversation with all attendees in the "General" chat.

Browse Group Topics	Q Search
Start A New Topic	
#General (3 Members) General Public Chat	Copy Channel Link Leave Group

## Simultaneous Interpretation and Technical Requirements







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#### **Simultaneous Interpretation**

All sessions (except Networking sessions) offer simultaneous interpretation in 3 languages

Step 1. At the bottom of your screen select the Interpretation Symbol

- **Step 2.** Select from the following 3 languages offered
  - English
  - Spanish
  - Portuguese
- **Step 3:** Mute original audio



**Please note:** You will need to select your language for EACH session room you attend. The selection does not carry through per session.







#### What Technology is Needed to Participate in Virtual ISPOR LA Summit 2021?

- A computer with:
  - a hard line (wired ethernet) to the internet (preferred for best quality)
  - Zoom software downloaded (refer to next page)
  - Speakers
  - a built in Microphone, USB microphone, or an inline microphone on headphones.
    - Note: if you do not have a microphone hook up, we suggest using the dial-in number option to ensure better sound quality







#### Zoom Prep

ISPOR uses the **ZOOM Webinar and Meetings platforms** for virtual sessions.



Unsure if you have Zoom already on your computer? That's OK. Go ahead and click the link above to open a Zoom test. If you have Zoom already, your computer will simply upgrade to the latest version and if you're new, Zoom will be added to your computer.



#### Pro Tip: Testing Your Audio & Video Before "Traveling to" the Virtual Summit

- Test your speakers and mic to ensure your audio is working correctly with Zoom.
  - Prerequisite: To test the audio you must have <u>Zoom installed</u> on your computer.
  - NOTE: There are two ways to join meeting audio, joining via computer or joining via telephone.
     ISPOR recommends joining by computer
- On Windows or Mac:
  - Testing your audio before a meeting
    - 1. Log in to Zoom
    - 2. On the first screen, select **Test speaker and microphone**.

्र्द Phone Call	Computer Audio
Join with Computer A Test speaker and microp	To begin testing audio, select
Automatically join audio by computer when joining	g a meeting

The meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu or click No to switch speakers until you hear the ringtone. Click Yes to continue to the microphone test.

## **Platform Support & Assistance**







#### **Need Help?**

- Look at the bottom right to find the blue "Live Chat" widget for technical support during the live conference hours
- We can help you with connecting to a session, assist with audio trouble, and locate resources for you







#### Event Status: If Something isn't Working...

Check the "Live Status" page under the "Support" menu item. Information regarding issues, that affect the entire event, will be posted here i.e., if there is unexpected downtime.



for registering to attend Virtual ISPOR Latin America Summit 2021!

If you have any questions, please contact the ISPOR team at: registration@ispor.org

