



ISPOR Europe 2022

Virtual Poster Board Preview &
Connecting with Attendees in the
Virtual Event Platform

Virtual Poster Board Preview

- Green boxes =**
added by the Poster Presenter
- Blue boxes =**
information added by ISPOR
- Orange boxes =**
Attendee/Live program notes

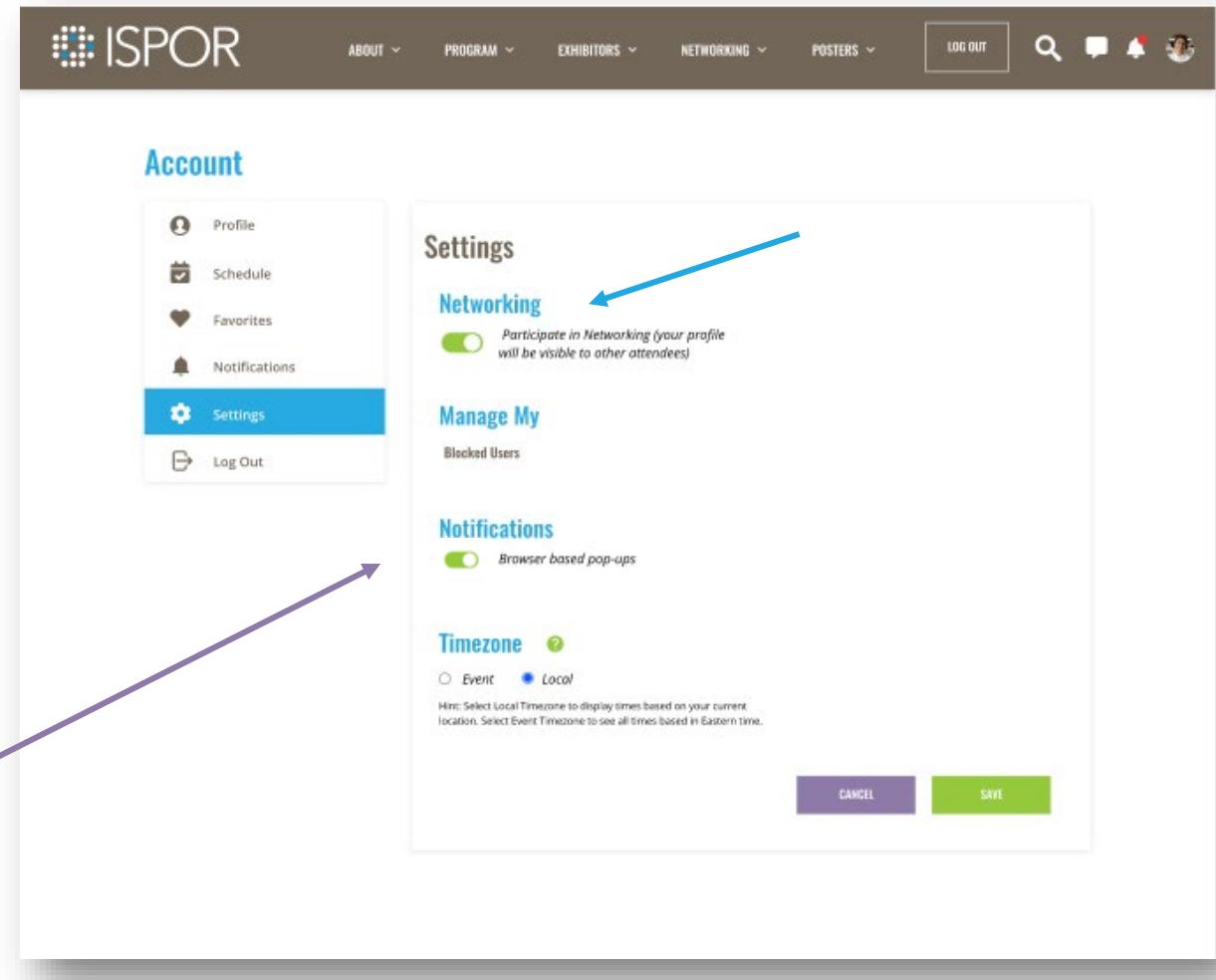
The screenshot shows a virtual poster board interface for ISPOR. At the top, there is a navigation bar with links for About, Program, Exhibitors, Networking, Posters, a LOG OUT button, and a search bar. The main content area displays a poster preview with the following elements:

- Poster Title (blue box):** "Poster Title (populates from ISPOR database)"
- Presenter & Session Details (blue box):** "Presenter & Session Details (populates from ISPOR's database)"
- Abstract Copy (blue box):** "Abstract Copy (this information will come from ISPOR's system)"
- REQUIRED: Poster (PDF) in portrait format (A0 size recommended) (green box):** "REQUIRED: Poster (PDF) in portrait format (A0 size recommended)"
- Note: Attendees will be able to zoom into your poster. (orange box):** "Note: Attendees will be able to zoom into your poster."
- HIGHLY RECOMMENDED: Supplemental materials section (1 PDF and/or 1 .MP3) (green box):** "HIGHLY RECOMMENDED: Supplemental materials section (1 PDF and/or 1 .MP3)"
- Attendee comments (orange box):** "Attendees can leave comments here anytime. This is also the place for poster presenters to address attendee questions."
- Poster Content (grey area):** "Your poster here." (with a line pointing to the empty poster area), "LOREM IPSUM DOLOR SET NEQUE PORRO" (with a line pointing to the abstract text), and "Sed ut perspiciatis unde omnis iste natus error sit voluptatem accusantium doloremque laudantium, totam rem aperiam, eaque ipsa quae ab illo inventore veritatis et quasi architecto beatae vitae dicta sunt explicabo. Nemo enim ipsam voluptatem quia voluptas sit aspernatur aut odit aut fugit, sed quia consequuntur magni dolores eos qui ratione voluptatem sequi nesciunt. Neque porro quisquam est, qui dolorem ipsum quia dolor sit amet, consetetur, adipisci velit, sed quia non numquam eius modi tempora incidunt ut labore et dolore magnam aliquam quaerat voluptatem." (with a line pointing to the detailed abstract text).

Virtual Networking – Set Up

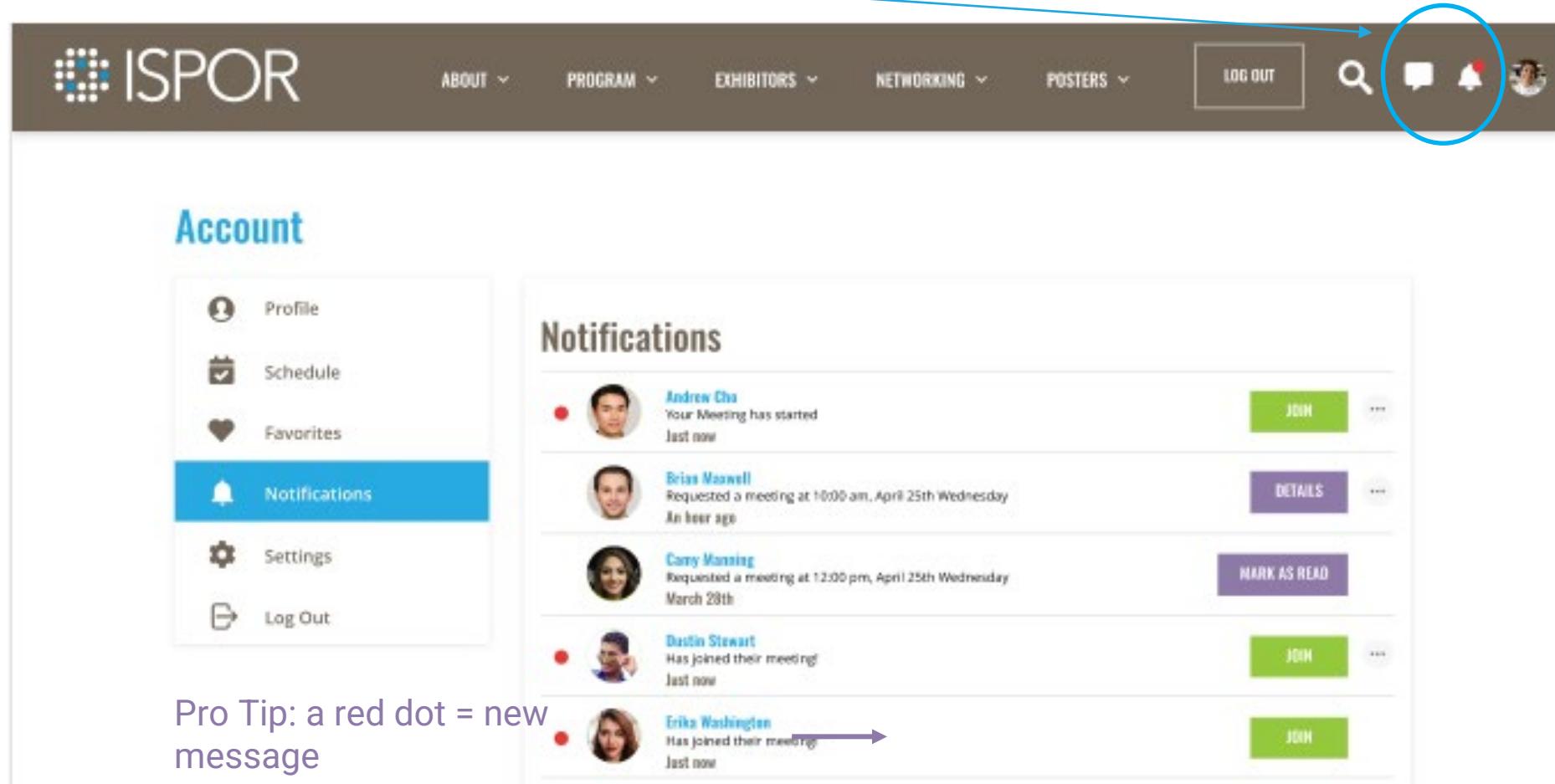
IMPORTANT: Within your Profile Settings, you must have the Networking toggle in the on position (green color) in order to connect with other attendees. Any attendee that does not have networking turned on, their profile, will be unable to chat with other attendees.

Pro Tip: Place the Notifications toggle in the on position (green color) to receive messages and notice alerts.



Virtual Networking – Notifications & Messages

Be sure to **monitor your notifications and messages** to view attendees who want to connect with you.



The screenshot shows the ISPOR virtual networking platform. At the top, there is a navigation bar with links for ABOUT, PROGRAM, EXHIBITORS, NETWORKING, POSTERS, LOG OUT, and a search icon. To the right of the search icon are icons for messaging, notifications, and a user profile, with a red dot indicating new notifications. A blue arrow points from the text "monitor your notifications and messages" to the notifications icon. Below the navigation bar, the page title is "Account". On the left, a sidebar menu includes Profile, Schedule, Favorites, Notifications (which is highlighted with a blue box), Settings, and Log Out. The main content area is titled "Notifications" and lists five recent notifications:

- Andrew Cha**: Your Meeting has started. Just now. **JOIN**
- Brian Maxwell**: Requested a meeting at 10:00 am, April 25th Wednesday. An hour ago. **DETAILS**
- Carly Manning**: Requested a meeting at 12:00 pm, April 25th Wednesday. March 28th. **MARK AS READ**
- Dustin Stewart**: Has joined their meeting! Just now. **JOIN**
- Erika Washington**: Has joined their meeting! Just now. **JOIN**

Pro Tip: a red dot = new message

Virtual Networking – Reach Out to People

Find other registrants in the “Meet Attendees” and “Exhibitors” lists.

Pro Tip: Use the search filters to quickly find folks by name, company, virtual vs in-person, and more

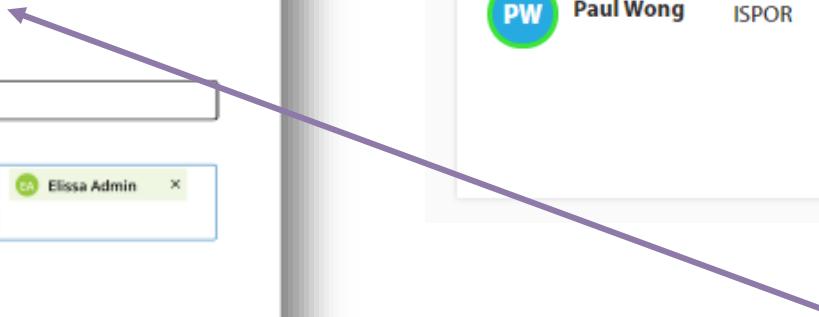
Pro Tip: This green ring, next to a person's name, indicates that a person is on-line

Start a live chat or schedule a meeting for another day/time

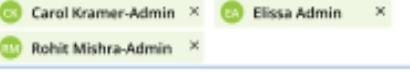
Name	Company Name	Job Title	Exhibitor Rep	Start Chat	Schedule Meeting
Andrew Cho	Breathay Technology	Product Manager			
Aubrey Frank	Services	Product Manager	✓	Start Chat	Schedule Meeting
Bessie Maxwell	Ecosystems Business	Product Manager		Start Chat	Schedule Meeting
Charlie Manning	Events Game	Product Manager		Start Chat	Schedule Meeting
Diane Castillo	Events United	Product Manager		Start Chat	Schedule Meeting
Erik Washington	Lakewood Events	Product Manager	✓	Start Chat	Schedule Meeting
Gwen Hubbard	Marble Events	Product Manager		Start Chat	Schedule Meeting
Jasmine Walls	DePoint Tech	Product Manager		Start Chat	Schedule Meeting
Kelly John	Studio Technology	Product Manager		Start Chat	Schedule Meeting
Lillian Crawford	Talent Technology	Product Manager		Start Chat	Schedule Meeting
Morris Edwards	Technology Link	Product Manager		Start Chat	Schedule Meeting

Networking – Chats & Group Meetings

Create Meeting

Type 

Title

Invite 

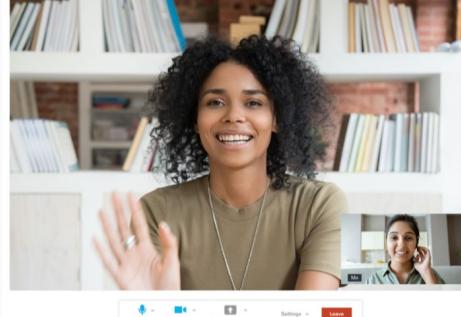
Date 

Time  

Description

ATTENDEES

Name	Company Name	Job Title	Exhibitor Rep
 Paul Wong	ISPOR	Director, Global Events & Education	

Select CHAT for 1:1 meetings 

Select VIDEO for group meetings 