



**XVI EAAE Congress**  
**Raising the Impact of Agricultural Economics:**  
**Multidisciplinarity, Stakeholders Engagement**  
**and Novel Approaches**  
20-23 July, 2021 | Prague, Czech Republic

## Information for EAAE Congress Participants

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### Highlights

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- 1) Make sure that you use one of the supported browsers. Please visit the conference virtual site/platform <https://eaae2021.gcon.me/page/home>
- 2) On your first login use the e-mail address with which you registered for the conference (Note: this can be different from the e-mail address used in Conftool). You will receive a password to that email address. For easier future access, save your login information in your browser.
- 3) If you are not a presenter, chair or discussant your microphone will be muted.
  - To raise questions, please, click on the Question button: then you can write and send your question. You can write your question at any time during the session.
  - To participate in a live discussion, please, click on the Ask live button. The chair will eventually unmute you and give you the floor.
  - In both options, please, be brief and clear with your questions and comments.
- 4) In plenaries and invited panels, it is preferable that you only write your questions and comments.
- 5) In smaller parallel sessions, live discussions are welcome, but the other option (writing) will still get high attention.
- 6) In poster sessions, only written chat is possible. It can however, last during the whole congress.
- 7) All sessions will be recorded and available in the virtual library for EAAE members for 90 days after the end of the congress.

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### TECHNICAL PRE-REQUISITES

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**For correct function of the online Congress platform please follow the minimum system requirements:**

- 1) **Microsoft Windows or Mac OS** based device
  - Other devices are not fully supported (e.g. mobile phones)
- 2) Latest **Google Chrome, Microsoft Edge, Vivaldi or Apple Safari** internet browsers
  - Other browsers are not fully supported (e.g. Mozilla Firefox, Opera)
- 3) **Headphones with microphone**
  - Noise cancelling headphones are recommended to reduce background noise
- 4) **Stable Internet connection** (minimum 10/10Mbps)

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### LOGIN

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**To attend the Virtual Congress:**

- 8) Please visit the conference virtual site/platform
  - <https://eaae2021.gcon.me/page/home>
- 9) Then click on the **User Login** link in the top right corner of the page

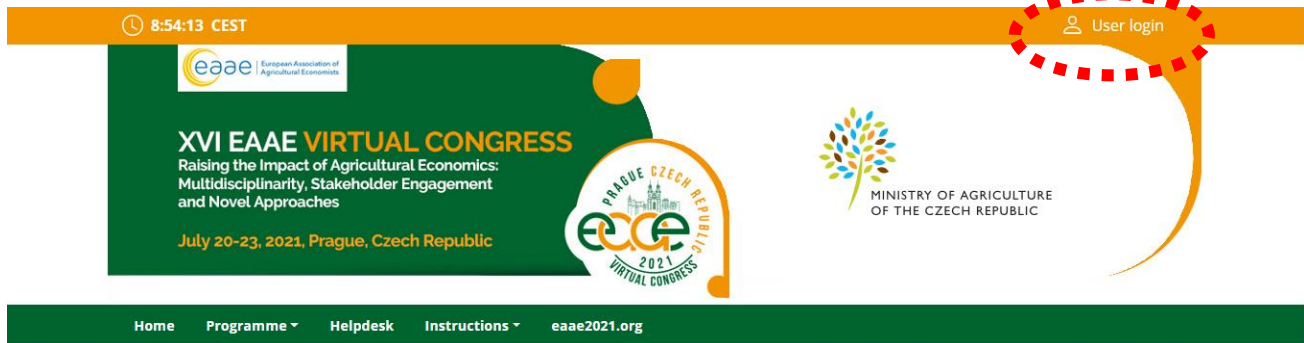




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- 10) On your first login attempt the site will ask you to **provide your e-mail address**
  - the e-mail address you were registering with
- 11) Then your **password will be automatically sent** to your address  
it is coming from the e-mail address [info@gcon.me](mailto:info@gcon.me)

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## MANAGING YOUR ACCOUNT

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In case you want to change your account info or description:

- 1) You can **find and change** your personal data, description and social sites in the **right upper corner** "name" menu
- 2) Then click on **Personal page**



- 3) Here you can manage your **Personal data** (e.g. profile picture, phone number, e-mail)
  - Don't forget to save your changes by green **Save changes** button





## XVI EAAE Congress

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Networking  
News  
Notifications  
**Personal data**  
Description  
Social networks  
Upload presentation  
Settings

**Titles before:** Mrs.  
**Firstname:** Firstname  
**Surname:** Surname  
**Titles after:**  
**Function:** HR Manager  
**Company:** The Boring Company  
**Country:** Canada  
**Email address:** firstname.surname@gmail.com  
**Phone:** 123987321

Upload Delete

Save changes

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- 4) On the other tabs you can change **Description** and **Social media profiles** that will be shown on your profile
- Also don't forget to **Save changes**
  - The **Social media profiles** could be in both formats like **URL (link)** or **Username**

## LIVE STREAM AND Q&A

### To attend the running sessions (Congress):

- 1) You can find actual live running sessions under red LIVE button

11:09:19 CEST

Jan Kolar

eaae European Association of Agricultural Economists

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Home Programme E-poster Helpdesk Instructions eaae2021.org **LIVE**

- 2) Here you can find **live running sessions**
- 3) Once you click on your desired **Virtual hall**, you enter live stream of your **Conference**
- For having open program next to the live streaming, we suggest to open program on new tab of the internet browser

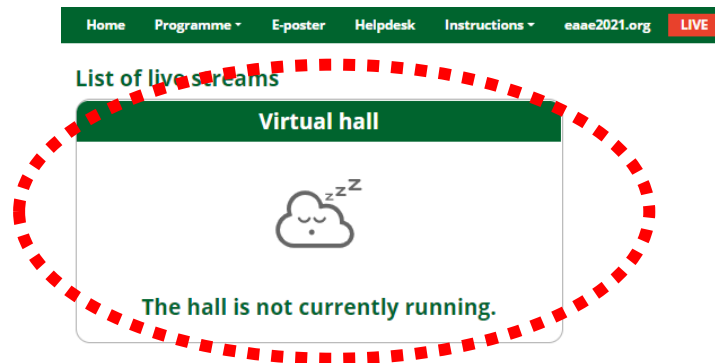




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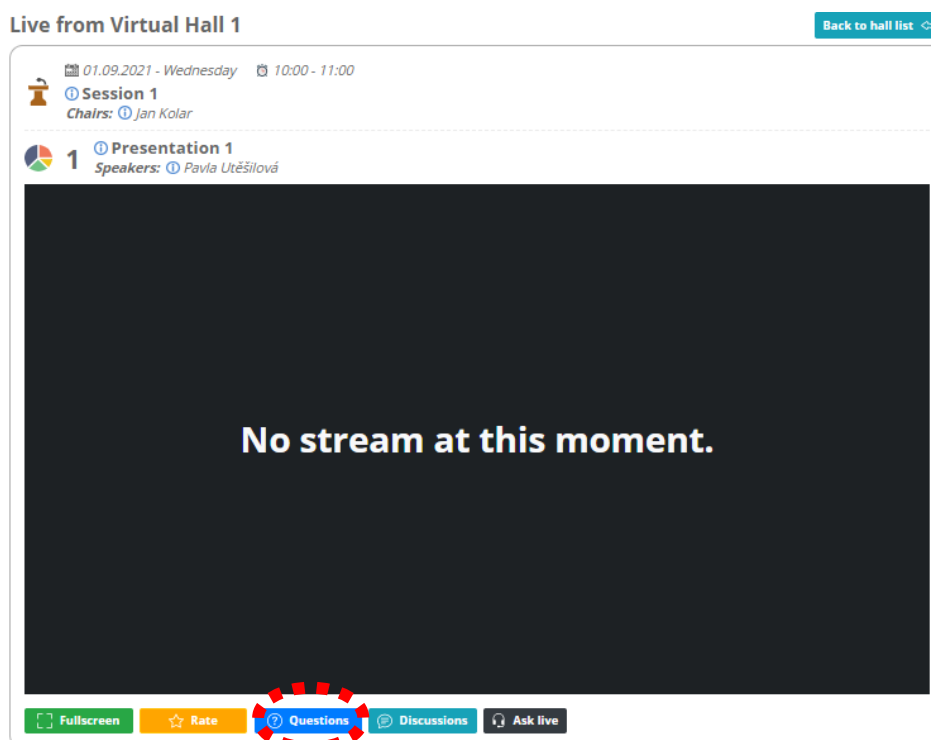
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### Raising questions:

- 1) Raise your question by clicking on the **Question button**
  - Question form is closed when the presentation ends
- 2) Then **write down the question**
- 3) Wait for your question to be read
  - Questions are reviewed by chairman
  - Questions will be read after the presentation ends
  - Questions are cleared before start of new presentation





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## Engaging in live discussion:

- 1) To enter the stage live for discussion please click on the **Ask live button**

Live from Virtual Hall 1 Back to hall list

01.09.2021 - Wednesday 10:00 - 11:00

**Session 1**  
Chairs: Jan Kolar

**1 Presentation 1**  
Speakers: Pavla Utěšilová

No stream at this moment.

Fullscreen Rate Questions Discussions **Ask live**

## NETWORKING

### How to contact any other user/participant directly:

- 1) Enter the **Networking** by clicking the **letter icon**

11:09:19 CEST Jan Kolar

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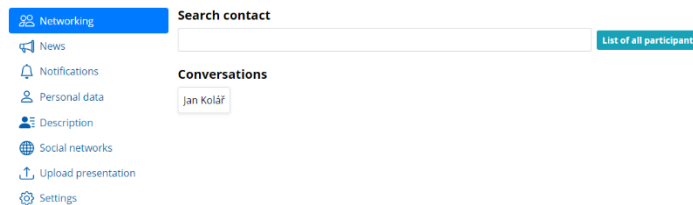


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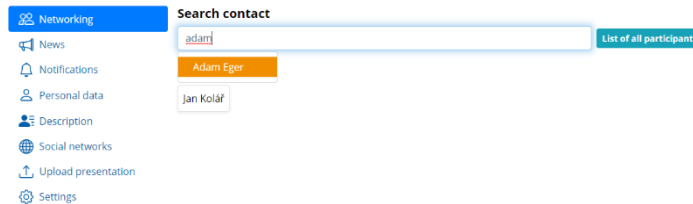
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### 2) Search the user which you want to contact



### 3) Then click on the user and send first message



**!! Please note !!**

The networking feature is secured. It is up to the contacted persons to decide if they want to network with you. No contact detail or personal information is shared between the two sides and the communication is managed only through the virtual platform.





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### HELPDESK

In case you face technical difficulties and need support from our technical team:

- 1) Contact us through the **Helpdesk** menu
- 2) Find out solution for your problem by yourself with our manuals available directly in the helpdesk.
- 3) Or use the **Chat** option to **communicate directly** with our support personnel
  - When you **Send** the message, you will be added to a queue and one of our agents will reply to you as soon as possible
  - You can leave the chat and return to it at any time, it will stay saved for you
  - You can have the chat open in separate browser window while still watching the live stream or visiting other part of the online event



#### Helpdesk



Aleš Basík

Info Videos Documents **Chat**

Chat input area with a text box and a **Send** button. The entire chat area is circled in red.

