Attendee Instructions

Enter conference website at: https://poppov2020.hubb.me

Once you've created your login after using the one-time use link sent in the initial email *(subject line: "Attendee (or Speaker) invite to PopPov 2020 Virtual Conference")* you will need to enter the conference website using the following link: https://poppov2020.hubb.me (consider bookmarking it).

Create your profile:

Upload a photo, add or edit your institutional affiliation ("company"), job title, biography, and review your privacy settings.

Create your conference schedule:

Click on the "Live and On-Demand sessions" to select the sessions and meetings you would like to attend live – note that there is a tab for each day of the week that provides you with access the days program. Use Add to Schedule + to save these in "My Schedule" as well as in your personal calendar. You can also always watch other sessions "on-demand". Live sessions will be available "on-demand" the following day and for up to 1 month after the conference.

Attend a live session:

To attend a live session, click on the join online link.

In addition to the three Plenary sessions, you can attend one of the three regular sessions organized during each time-slot. Regular sessions consist of 3 or 4 oral presentations (video-recorded in advance to avoid speakers' potential internet connection problems) followed by a short discussion and a live question and answer session with the audience. Attendees may also use the written Q&A feature at the bottom of the zoom screen to ask questions or make comments during the presentations and authors may respond to these immediately or orally. You can also click on the "Thumbs Up" icon to indicate you like or support a question or a comment. The session moderator may also take oral questions from the audience. To indicate you wish to ask a question or make a comment, please use the "raise hand" icon so that the moderator can authorize you to unmute yourself to ask a question.

Meet the authors brainstorms:

After each oral session, a short "brainstorming" session is available for those who would like to exchange with (all) the authors in the session. These sessions may last 15 to 30 minutes. If you are interested in attending these please include them in your schedule by adding them from the list of Live and On-Demand Sessions for the day.

Attend a Poster session:

Posters can be viewed at any time for the entire duration of the conference. About 15 posters are scheduled in one of the three sessions. To have a live chat with the author, please go to the poster(s) at the time the author is scheduled to be present.

Attend a session on-demand:

All sessions will be recorded and made available "on-demand", usually the following day.

Attendee-proposed meetings:

You may participate in a meeting proposed in parallel to the official conference programme. The meetings will be listed in the Live and On-Demand Sessions. You may also want to propose such a meeting. To submit a request to organize an Attendee-proposed meeting, please click on the Attendee-proposed meetings menu item and read the instructions. The conference organizers will respond rapidly.

Peer-to-peer (P2P) meetings:

You may wish to organize Peer-to-peer (P2P) meetings with up to three colleagues. These can be scheduled via the Hubb platform and can be held using your own virtual meeting tools (zoom, Google Meet, Microsoft Teams, etc.) or using the conference zoom rooms.

Visit the exhibit booths:

Don't forget to visit the virtual exhibit booths set up by 9 institutions active in the population field:

Break and open times for Exhibitors to schedule meetings (CET) hours:

Tuesday 8 Dec	Wed 9 Dec	Thursday 10 Dec
14:00-15:00	14:00-15:00	14:00-15:00
16:00-17:00	16:15-17:15	16:15-17:15
18:15-18-45	18:15-18:45	18:15-18:45
20:00-21:00	20:00-21:00	20:00-21:00