



EAHAD 2022 – AIRCAST (VIRTUAL STUDIO) TUTORIAL

WELCOME TO THE EAHAD 2022 VIRTUAL CONGRESS AIRCAST (VIRTUAL STUDIO).

- This short document will show you step by step **how to access the Virtual Studio for the rehearsals but also for the live congress days**
- Access to the Virtual Studio should be done exclusively with a **computer or a laptop**
- Access through tablets or smartphones will not work appropriately
- **Google Chrome and Microsoft Edge** are the browsers which best work to access the Virtual Platform and the Virtual Studio
- Please use your personal link (and personal login details) to access the Virtual Platform and the Virtual Studio. **You will be able to use the same link for the training/rehearsal and for the actual congress access**
- It is recommended to use a **headphone with in-built microphone** for optimal sound quality

CONNECT TO THE PLATFORM

- Please use your personal link and your personal credentials to access the platform



Sign In

Email
rene.haller@mci-group.com

Password/PIN

☒ Enable Enhanced Accessibility
(keyboard navigation, focus highlight,
screen reader compatibility and high
contrast colors)

Sign In

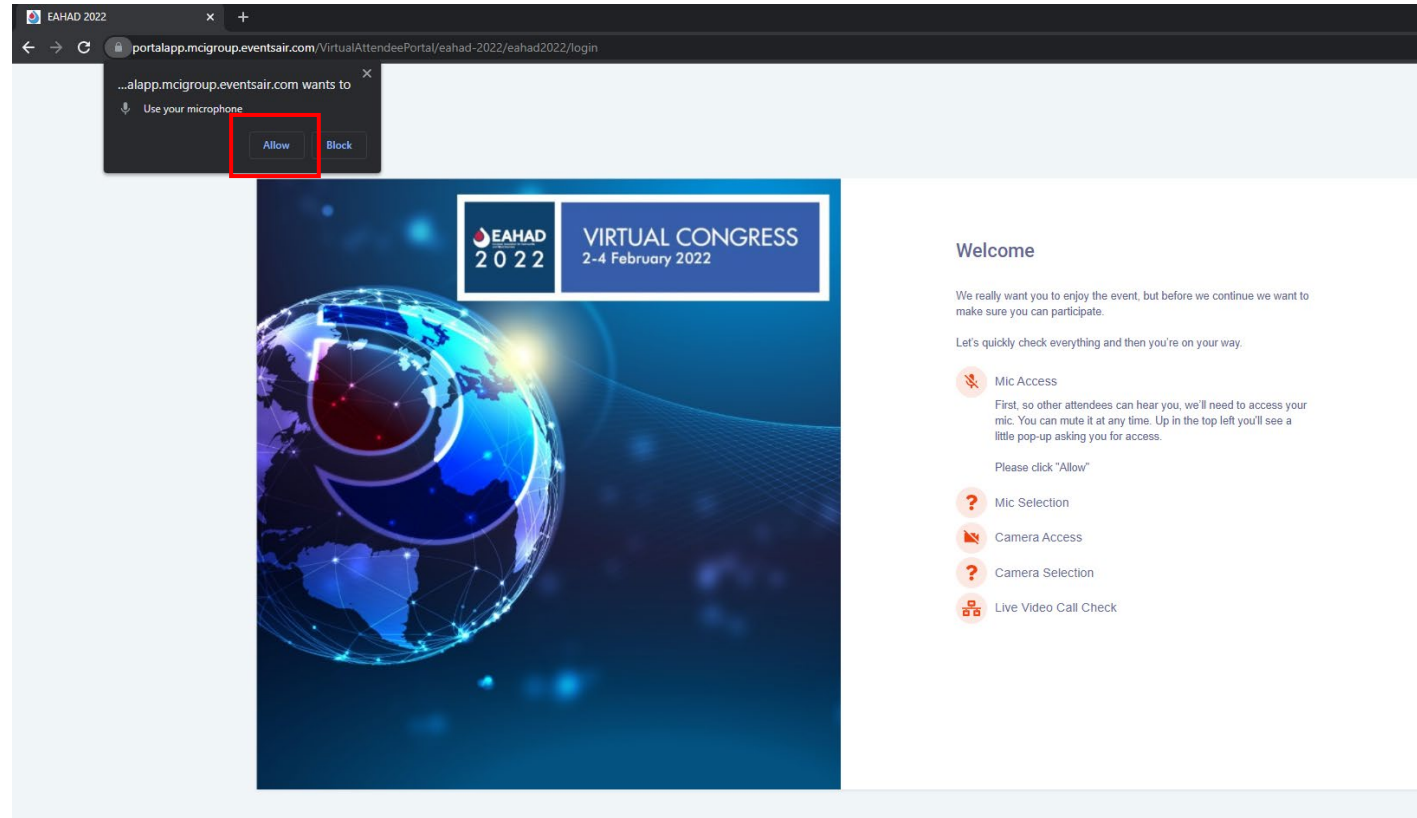
[Forgotten your password/PIN?](#)

1. If prompted, enter your personal Credentials you have received with the login
2. Click on "Sign In"

CONNECT TO THE PLATFORM

- Follow the next steps

Click on “Allow”
to connect your
microphone



CONNECT TO THE PLATFORM

- Follow the next steps



Welcome

We really want you to enjoy the event, but before we continue we want to make sure you can participate.

Let's quickly check everything and then you're on your way.

 Mic Access

 Mic Selection

Great. Now let's make sure we're using the right mic. Select your preferred mic and click [Set to continue](#).

Microphone (Conexant ISST Audio)

Set

 Camera Access

 Camera Selection

 Live Video Call Check

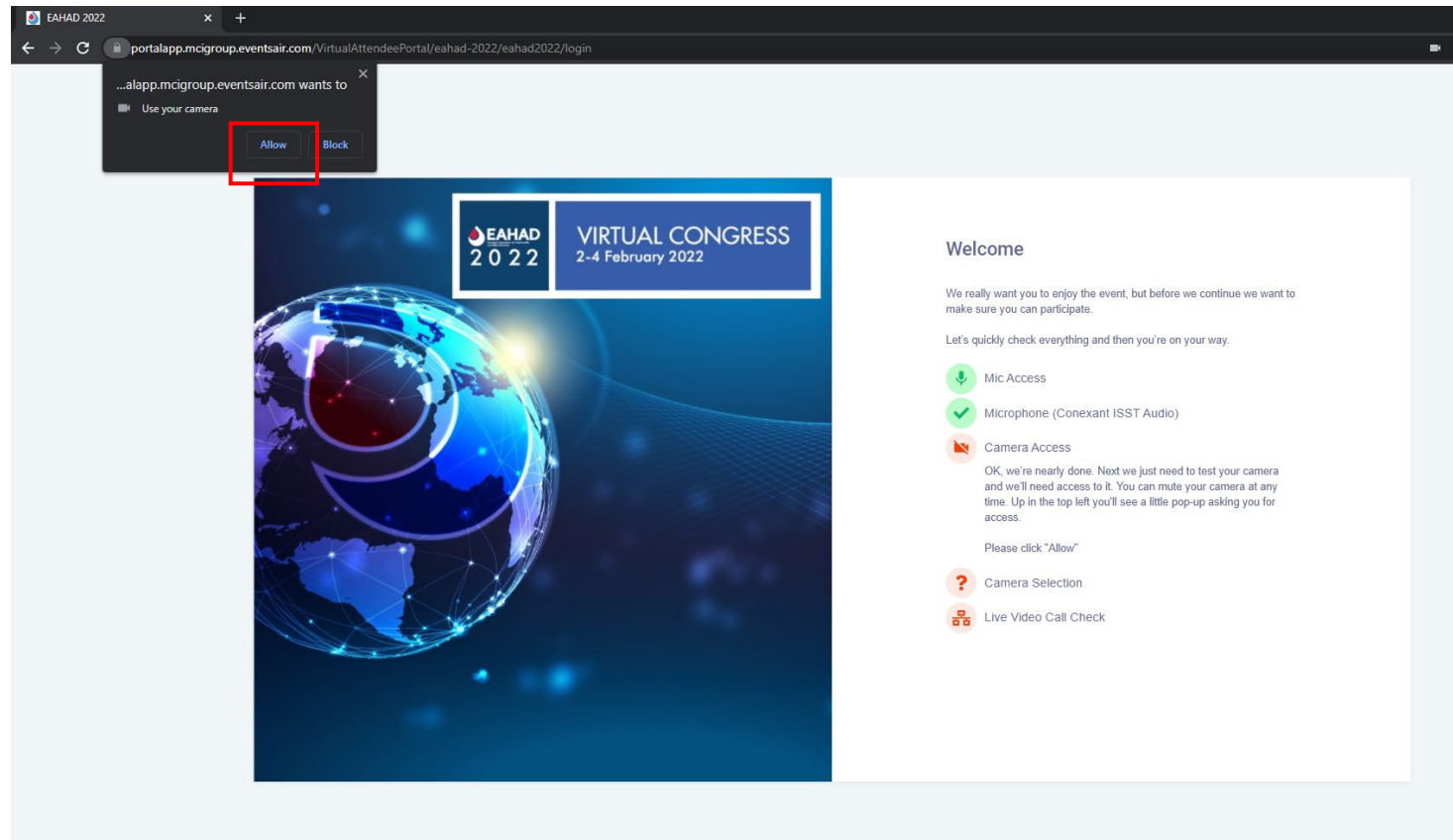
1. Choose your Microphone

2. Click on "Set"

CONNECT TO THE PLATFORM

- Follow the next steps

Click on “Allow”
to connect your
camera



CONNECT TO THE PLATFORM





- Follow the next steps



Welcome

We really want you to enjoy the event, but before we continue we want to make sure you can participate.

Let's quickly check everything and then you're on your way.

-  Mic Access
-  Microphone (Conexant ISST Audio)
-  Camera Access
-  Camera Selection

Last question before you head into the event, what camera would you like to use?

HP HD Camera (04ca:706d) ▼



1. Choose your Camera

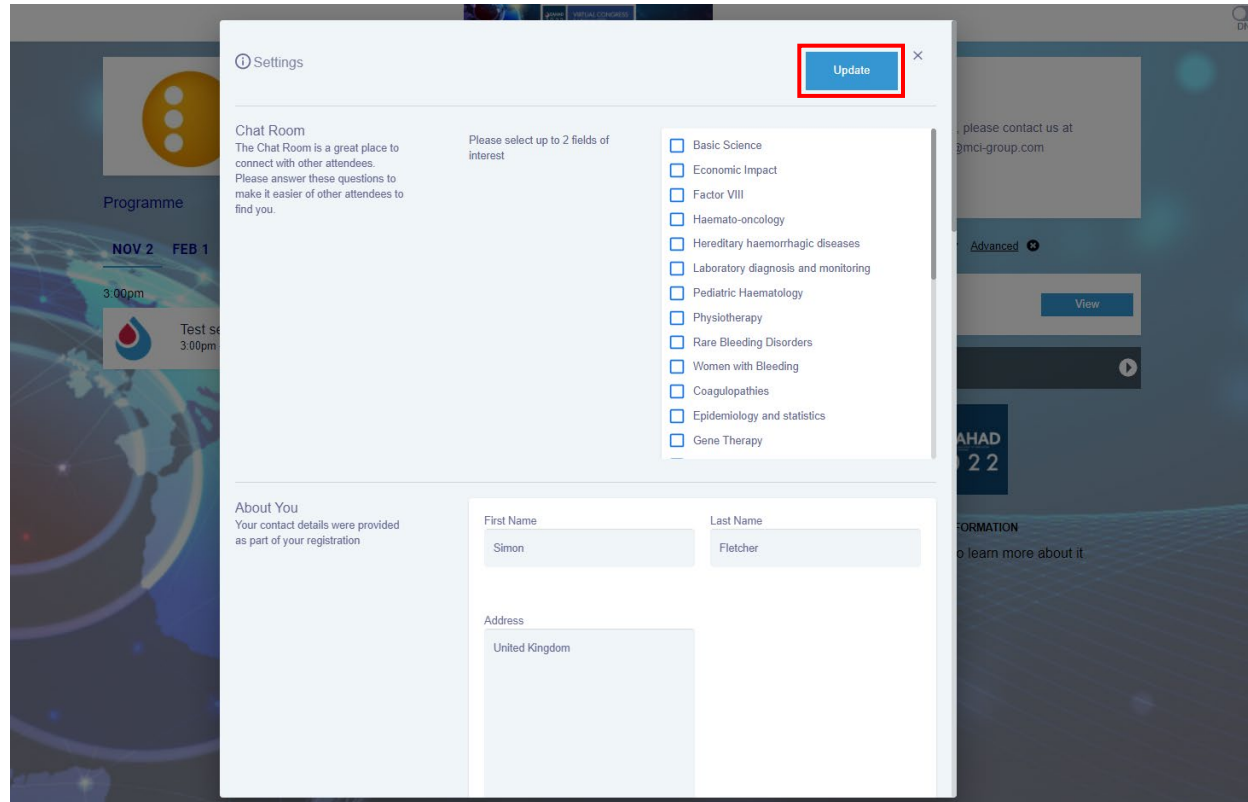
Set

2. Click on "Set"

 Live Video Call Check

YOUR ARE NOW INSIDE THE VIRTUAL PLATFORM

Update your personal settings, if prompted, and click on “Update”



The screenshot shows a 'Settings' modal window overlaid on a virtual platform interface. The modal has a title bar with a settings icon, the word 'Settings', and a close button. A red rectangle highlights the 'Update' button in the top right corner. The main content area is divided into three sections: 'Chat Room', 'Please select up to 2 fields of interest', and 'About You'. The 'Chat Room' section contains text about connecting with attendees. The 'Please select up to 2 fields of interest' section has a list of checkboxes for various topics. The 'About You' section contains text about contact details and input fields for 'First Name', 'Last Name', and 'Address'.

Settings [Update]

Chat Room
The Chat Room is a great place to connect with other attendees. Please answer these questions to make it easier for other attendees to find you.

Please select up to 2 fields of interest

- ☐ Basic Science
- ☐ Economic Impact
- ☐ Factor VIII
- ☐ Haemato-oncology
- ☐ Hereditary haemorrhagic diseases
- ☐ Laboratory diagnosis and monitoring
- ☐ Pediatric Haematology
- ☐ Physiotherapy
- ☐ Rare Bleeding Disorders
- ☐ Women with Bleeding
- ☐ Coagulopathies
- ☐ Epidemiology and statistics
- ☐ Gene Therapy

About You
Your contact details were provided as part of your registration

First Name: Simon
Last Name: Fletcher
Address: United Kingdom

YOUR ARE NOW INSIDE THE VIRTUAL PLATFORM AND THE CONGRESS PROGRAMME TIMELINE

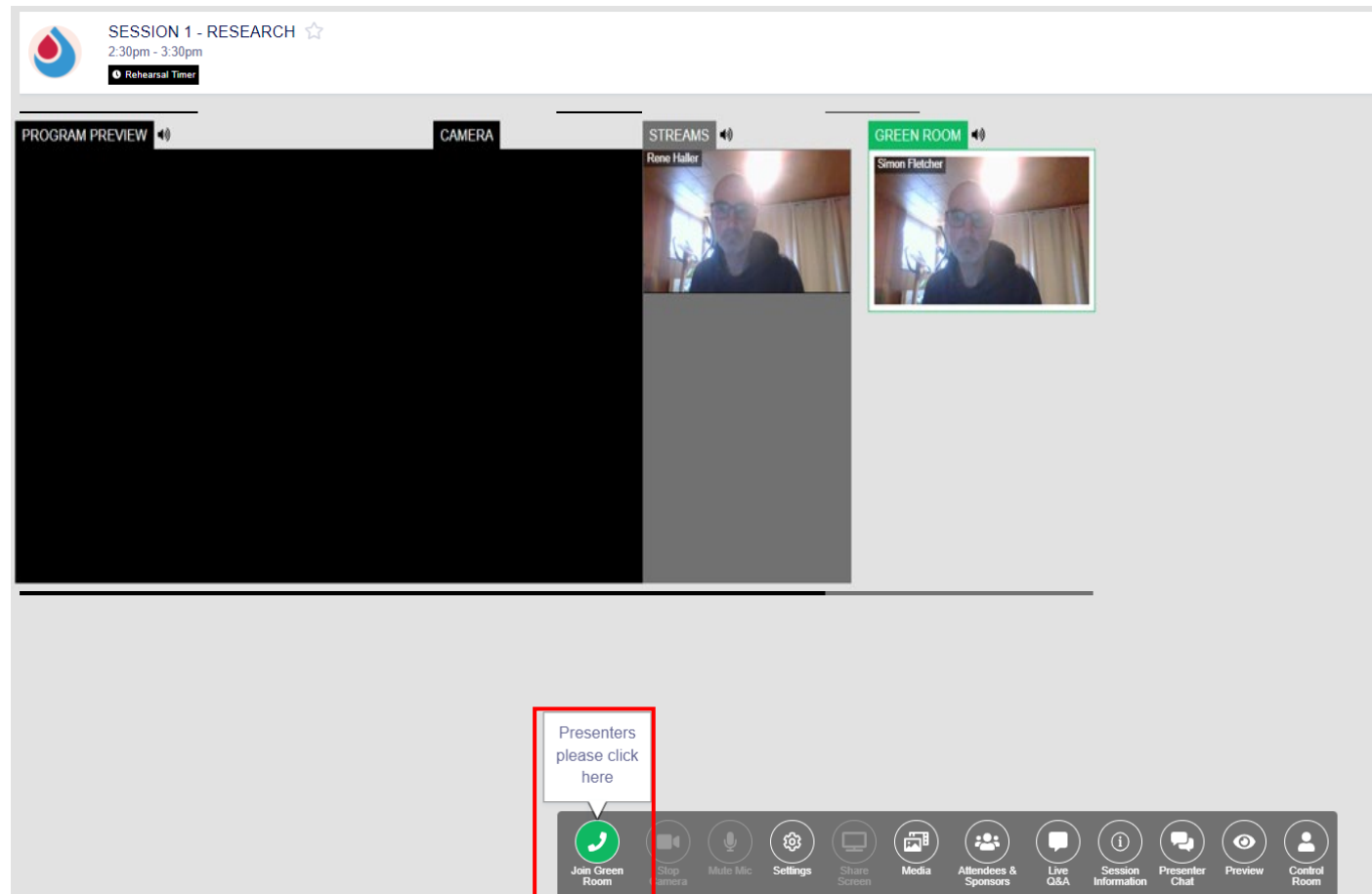
1. Click on the day your presentation takes place

2. Click on “Preview” of the session you are involved in

The screenshot displays the EAHAD 2022 virtual platform interface. At the top, the 'Programme' section shows a timeline with tabs for NOV 2, FEB 1, FEB 2, FEB 3, and FEB 4. The FEB 1 tab is highlighted with a red box. Below the timeline, the programme for FEB 1 is listed. The first session is 'JOINT SESSION - ENGAGING WITH BEHAVIOURAL CHOICE IN CLINICAL PRACTICE' from 1:30pm to 2:15pm. The second session is 'Nurse Stream' from 2:30pm to 5:30pm. The third session is 'SESSION 1 - RESEARCH' from 3:30pm to 3:45pm. The fourth session is 'MEET THE COMMITTEE & SESSION 2 - ACQUIRED BLEEDING DISORDERS' from 3:45pm to 4:00pm. The fifth session is 'Physiotherapists Stream' from 2:30pm to 5:15pm. The sixth session is 'SESSION 1 - NOTHING ABOUT ME, WITHOUT ME: CO-PRODUCTION BETWEEN PATIENTS AND PHYSIOTHERAPISTS' from 3:10pm to 3:20pm. The seventh session is 'SESSION 2 - ACTIVITIES AND PARTICIPATION' from 4:00pm to 4:20pm. A 'Preview' button is highlighted with a red box next to the 'SESSION 1 - RESEARCH' session. On the right side, there is a 'Filter' button, a 'Chat Room' button, a 'Poster Gallery' button, and a 'View' button. Below these buttons is the EAHAD 2022 logo and a 'MORE INFORMATION' section with a link to 'Click on an event to learn more about it'.

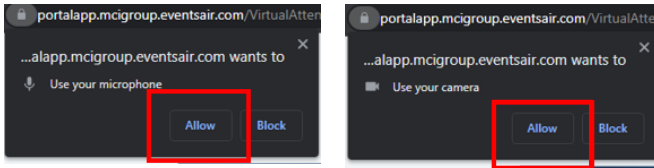
YOUR ARE NOW INSIDE THE VIRTUAL STUDIO

IMPORTANT NOTE!
You may already see and hear other speakers in the Green Room, but you have not yet joined before you have clicked on “Join the Green Room” and completed the next steps!

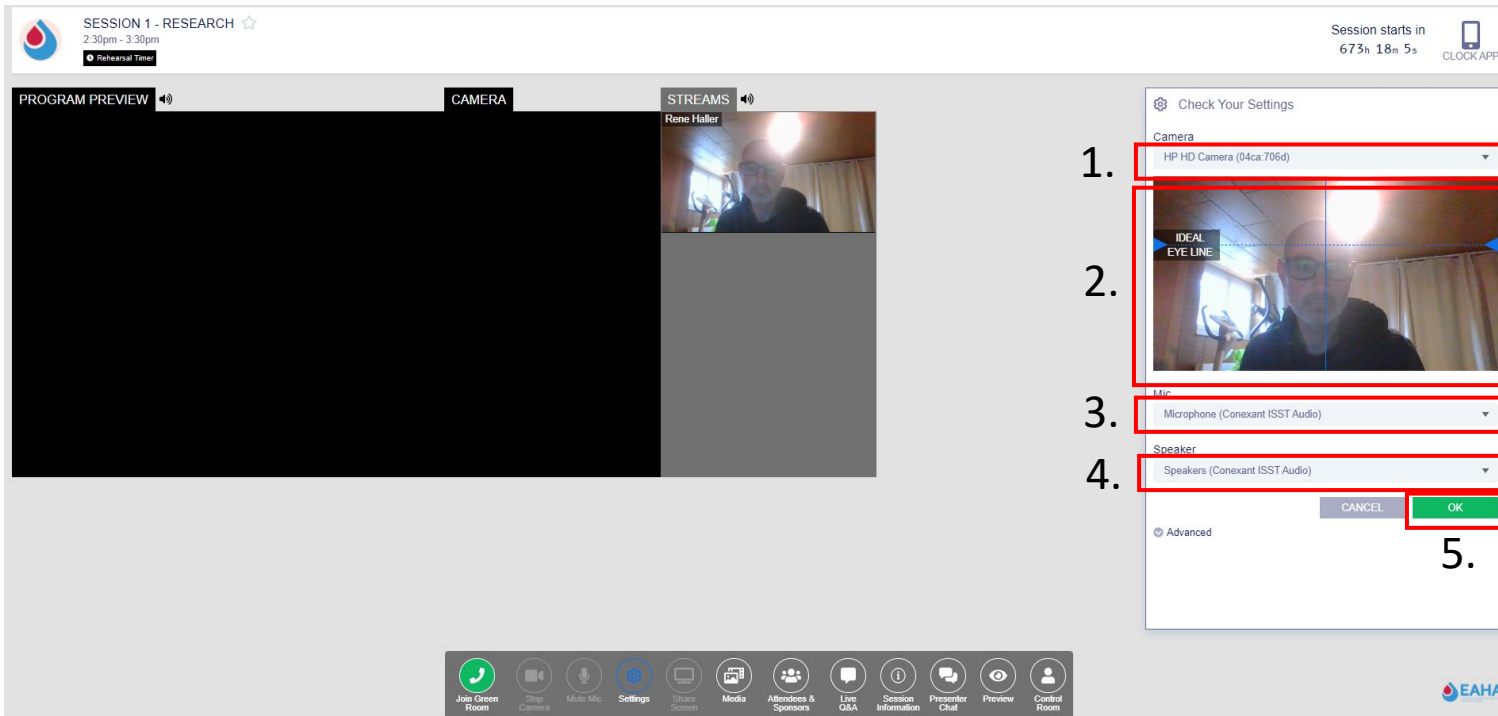


1. Click on “Join the Green Room”

YOU ARE NOW INSIDE THE VIRTUAL STUDIO



You may be prompted to allow access to your microphone and camera again



1. Select the right camera
2. Adjust your seating
3. + 4. Select the right microphone and speakers (headset you are using)
5. Click on "OK"

1. Select the right camera

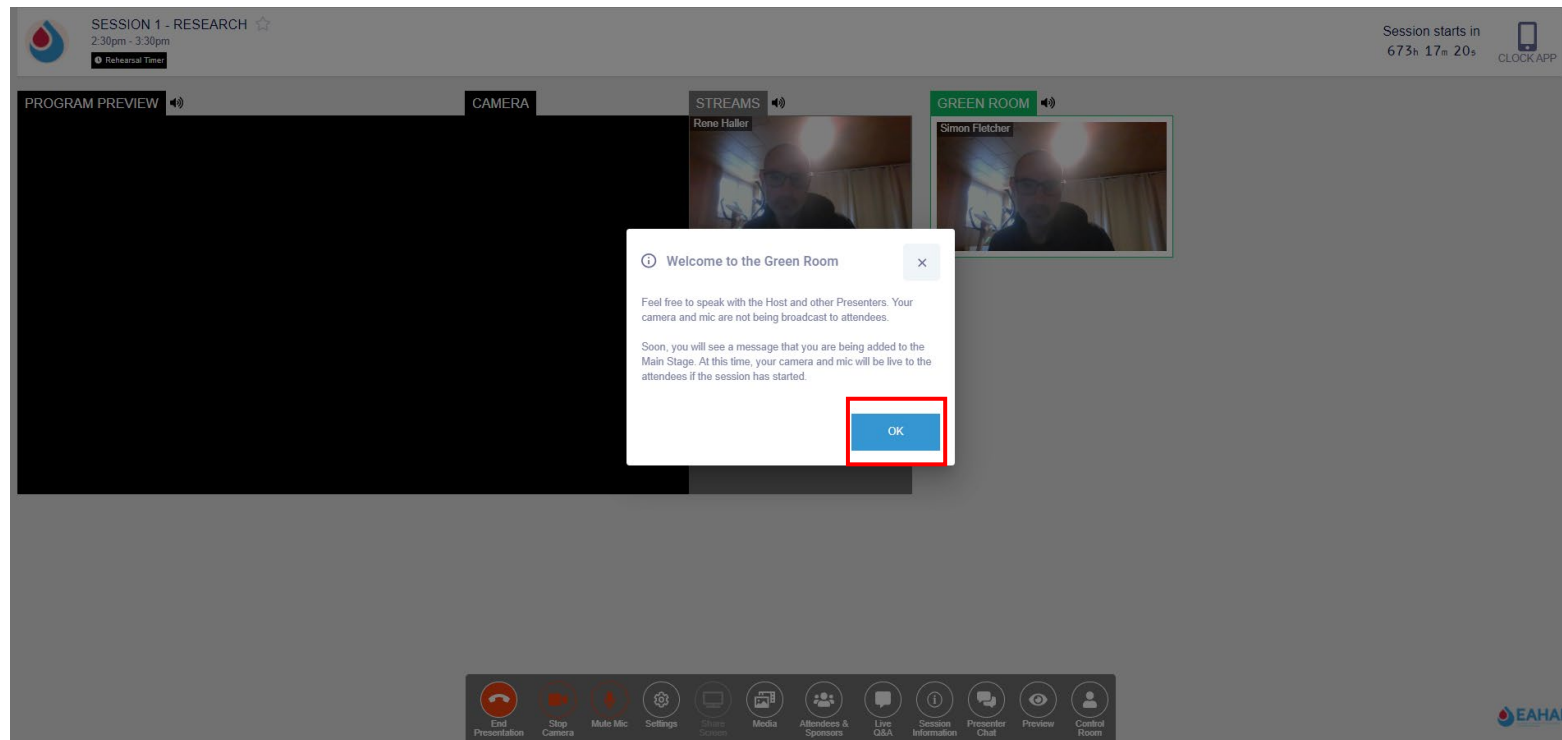
2. Adjust your seating

3. + 4. Select the right microphone and speakers (headset you are using)

5. Click on "OK"

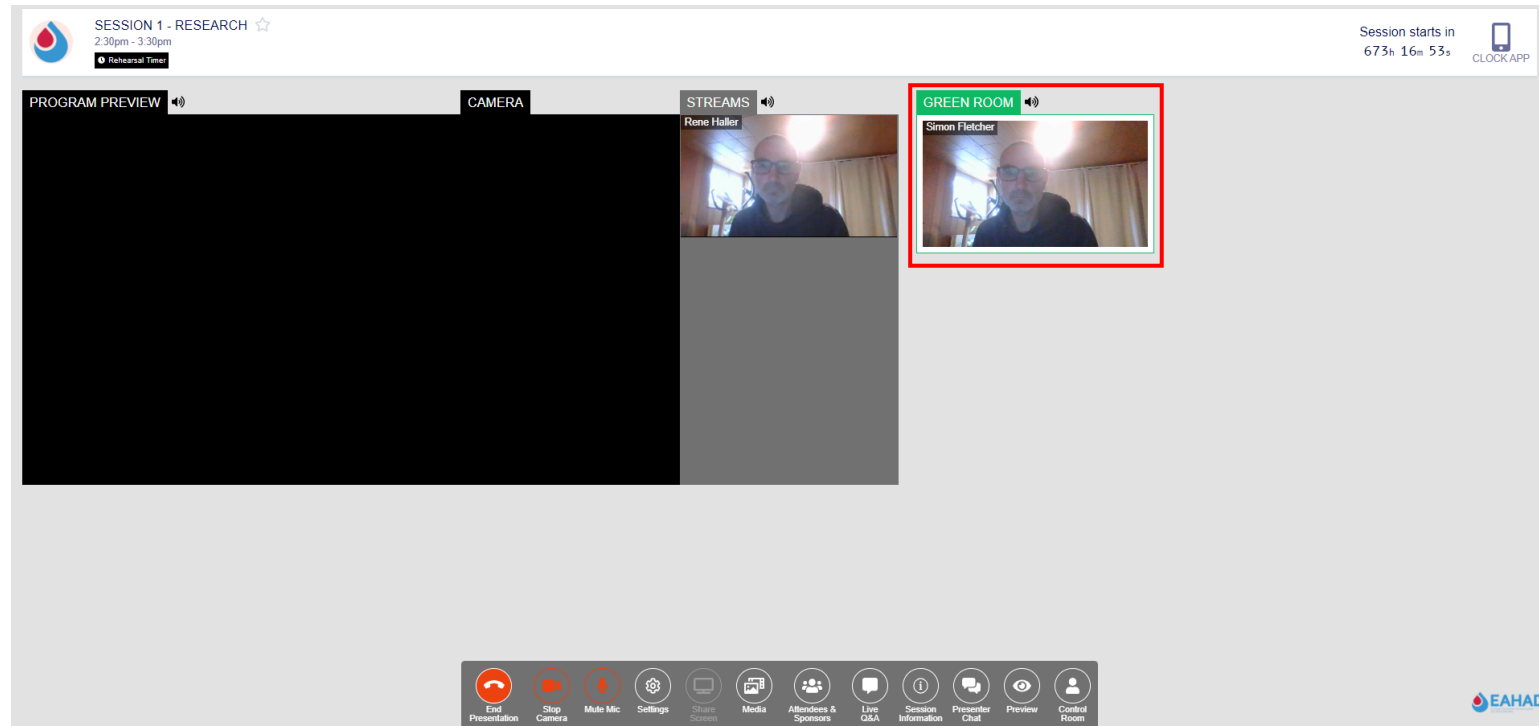
YOUR ARE NOW INSIDE THE VIRTUAL STUDIO

Click on “OK”



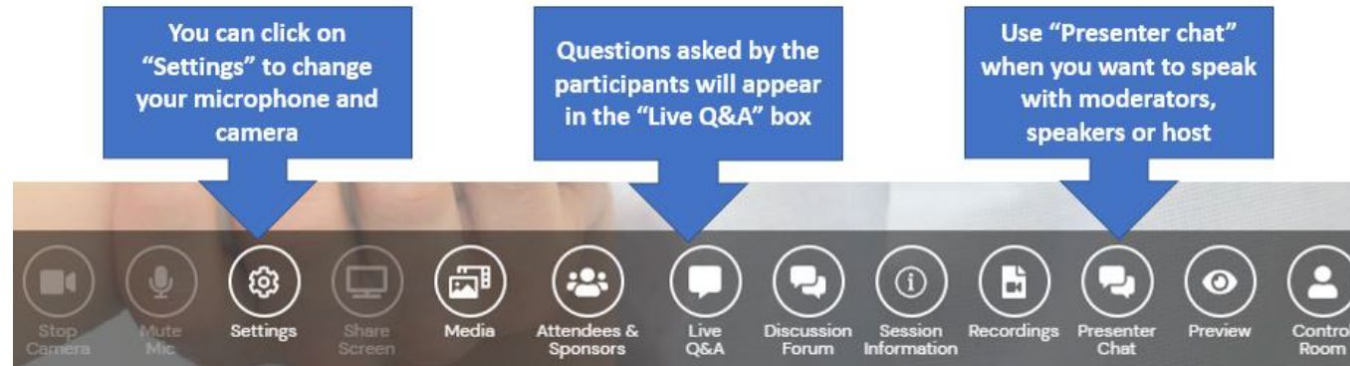
YOU ARE NOW INSIDE THE VIRTUAL STUDIO

You are now seen and heard inside the Green Room. The Host will guide you through the next procedures

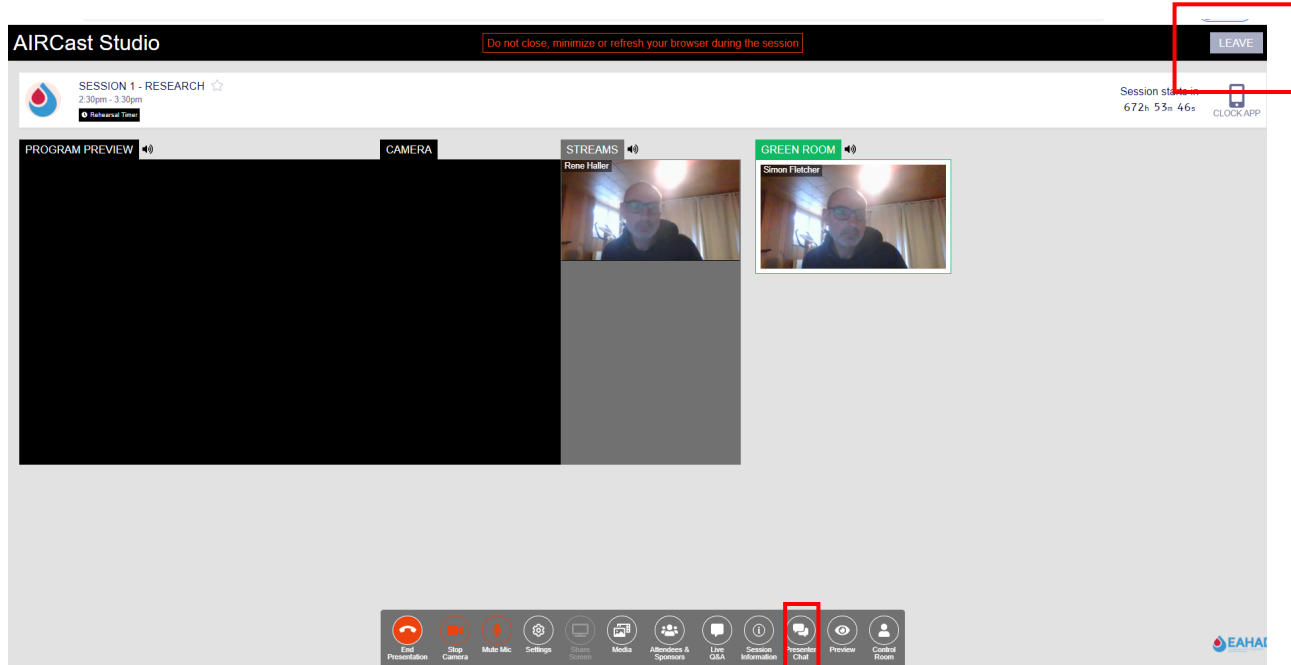


SOME ADDITIONAL INFORMATION

These few applications in the menu at the bottom of your screen will be useful for you



TROUBLESHOOTING

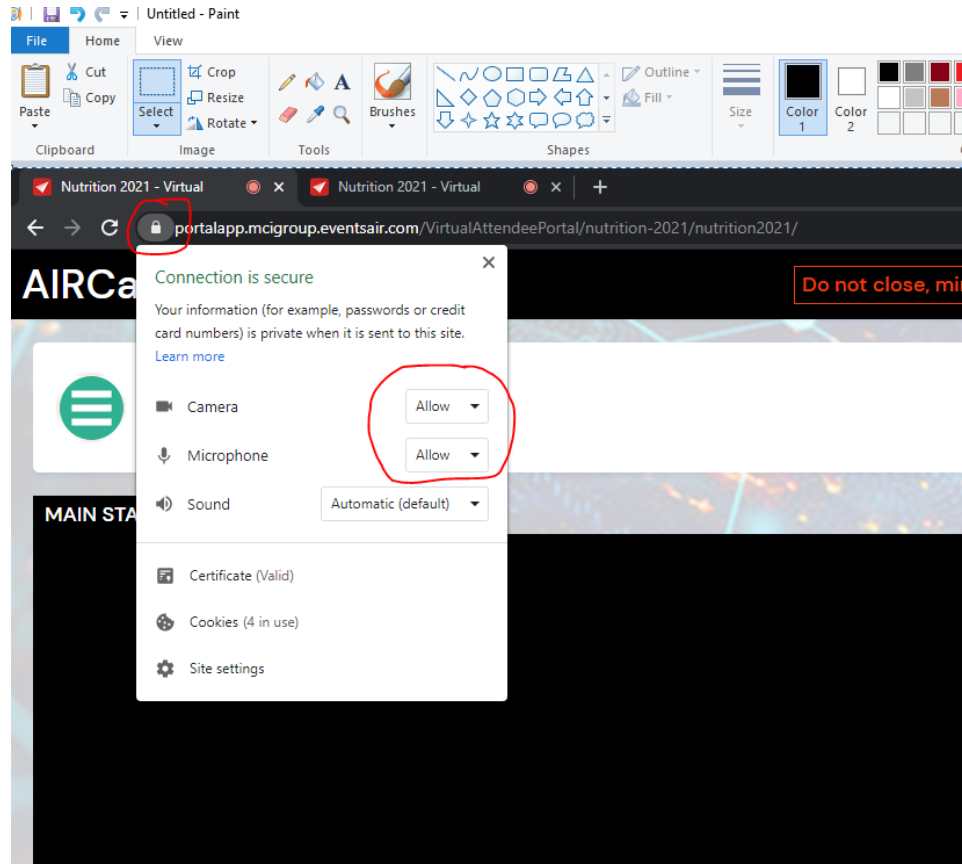


1.

1. If you are in the Green Room but still are not seen and heard by the host, you can use the “Presenter Chat” at the bottom in the menu bar.

2. If the problem can’t be solved, then leave the Studio, go back to the programme timeline (page 9). Repeat the previous steps and enter the Virtual Studio again

TROUBLESHOOTING



If you are using MAC, please make sure that you allow access to camera and microphone in your browser window, before you start the full above procedure (page 3).

If you still experience issues, drop a quick e-mail to eahad@mci-group.com