

ean
congress

June 19 – 22

virtual
2021

Towards Precision Neurology



#ean2021

Virtual Meeting Userjourney for Speaker & Chair

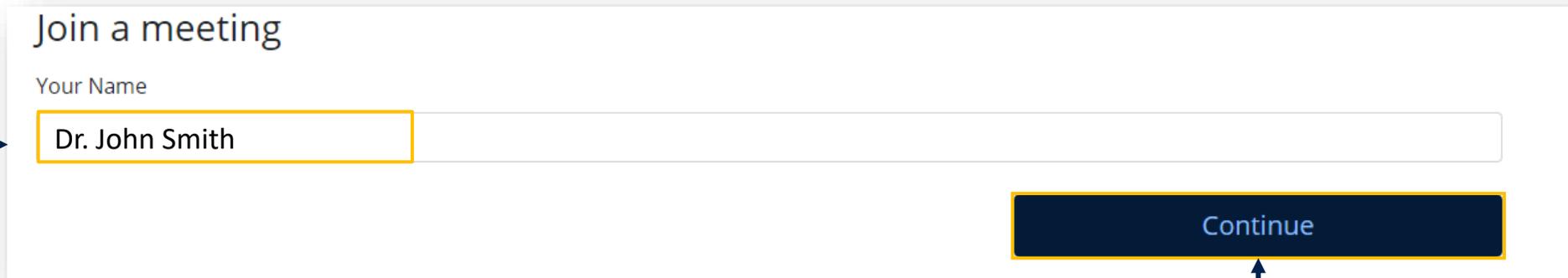
Status: April 2021 (modifications possible)

mEVENTS

Virtual Meeting Userjourney for Speaker & Chair

Step 1

- Please go to your email inbox
- Check for an email from the congress with individual link(s) to join the meeting
- Click on that link
- Your browser will open up and show the following window:



The screenshot shows a web form titled "Join a meeting". Below the title is a label "Your Name" followed by a text input field containing "Dr. John Smith". To the right of the input field is a dark blue button with the text "Continue". Both the input field and the button are highlighted with a yellow border. A blue arrow points from the text below to the input field, and another blue arrow points from the text below to the "Continue" button.

Please write your name into the field under „Your Name“

Please click „Continue“

Virtual Meeting Userjourney for Speaker & Chair

Step 2

Select devices

Microphone
Microphone 1

Camera
Camera 1

Speaker
Speaker 1

Join

Ready to join meeting Upscaling production and manufacturing processes as Dr. John Smith

Preview

Test

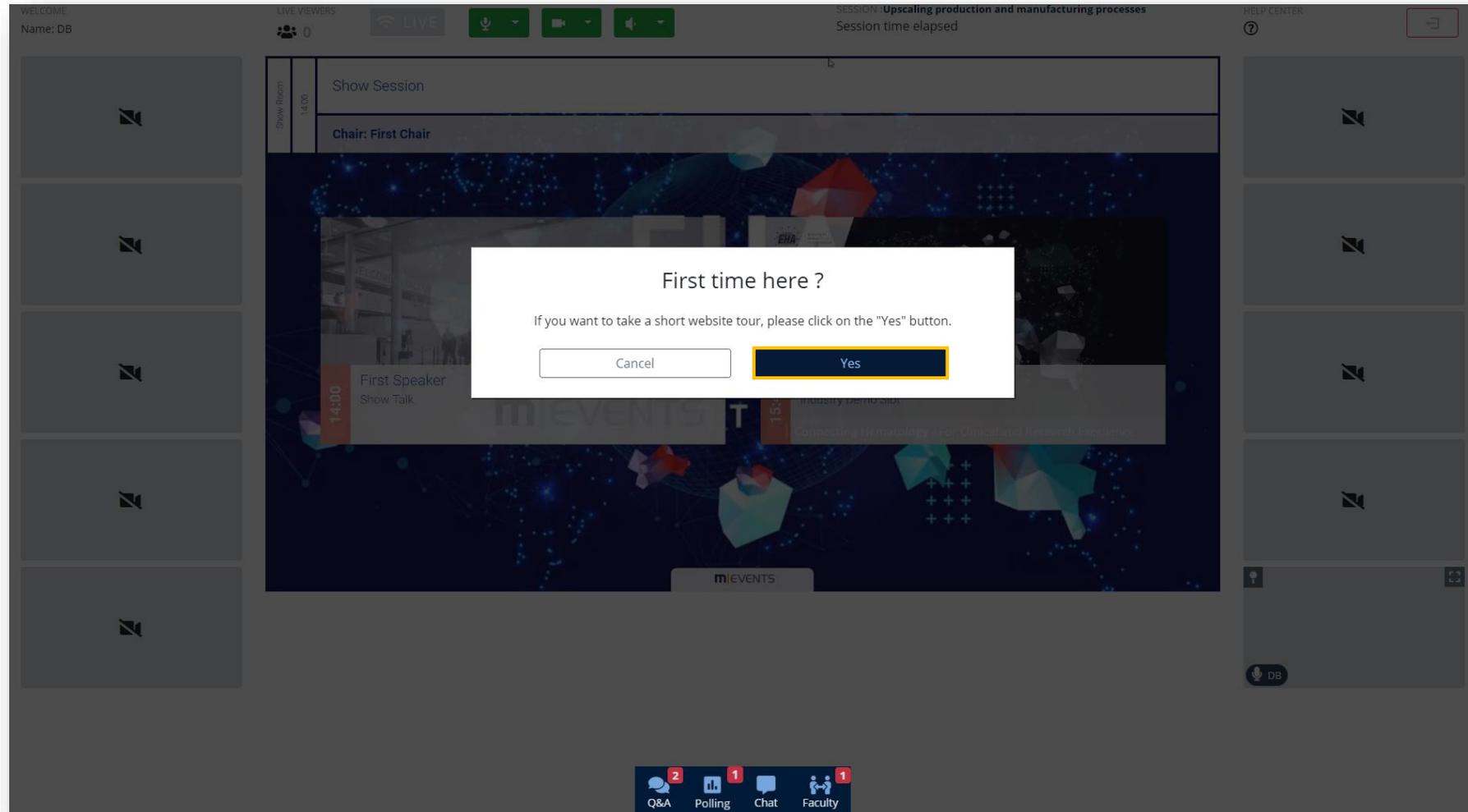
Please select your „Microphone“

Please select your „Camera“

Please click on „Join“

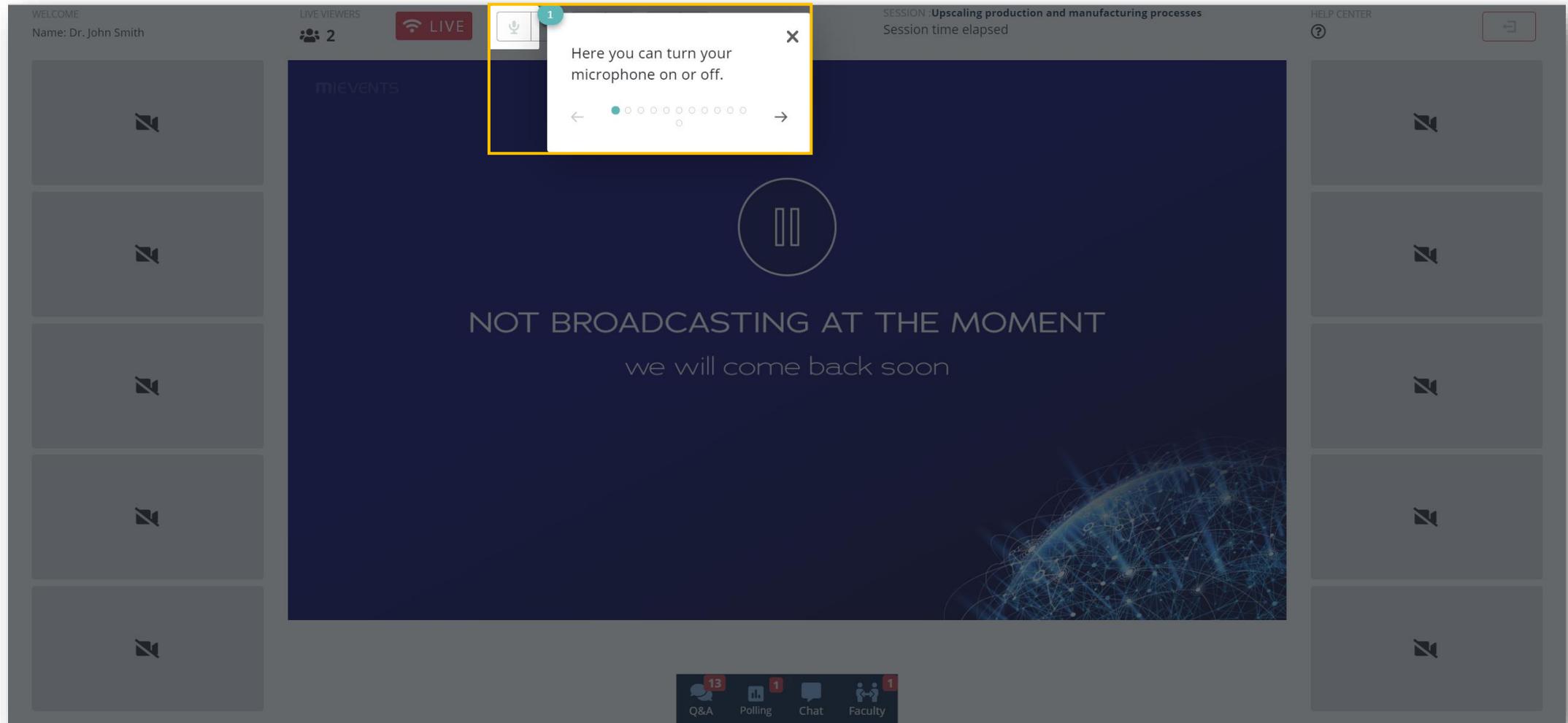
Virtual Meeting Userjourney for Speaker & Chair

Step 3 - Guided tour



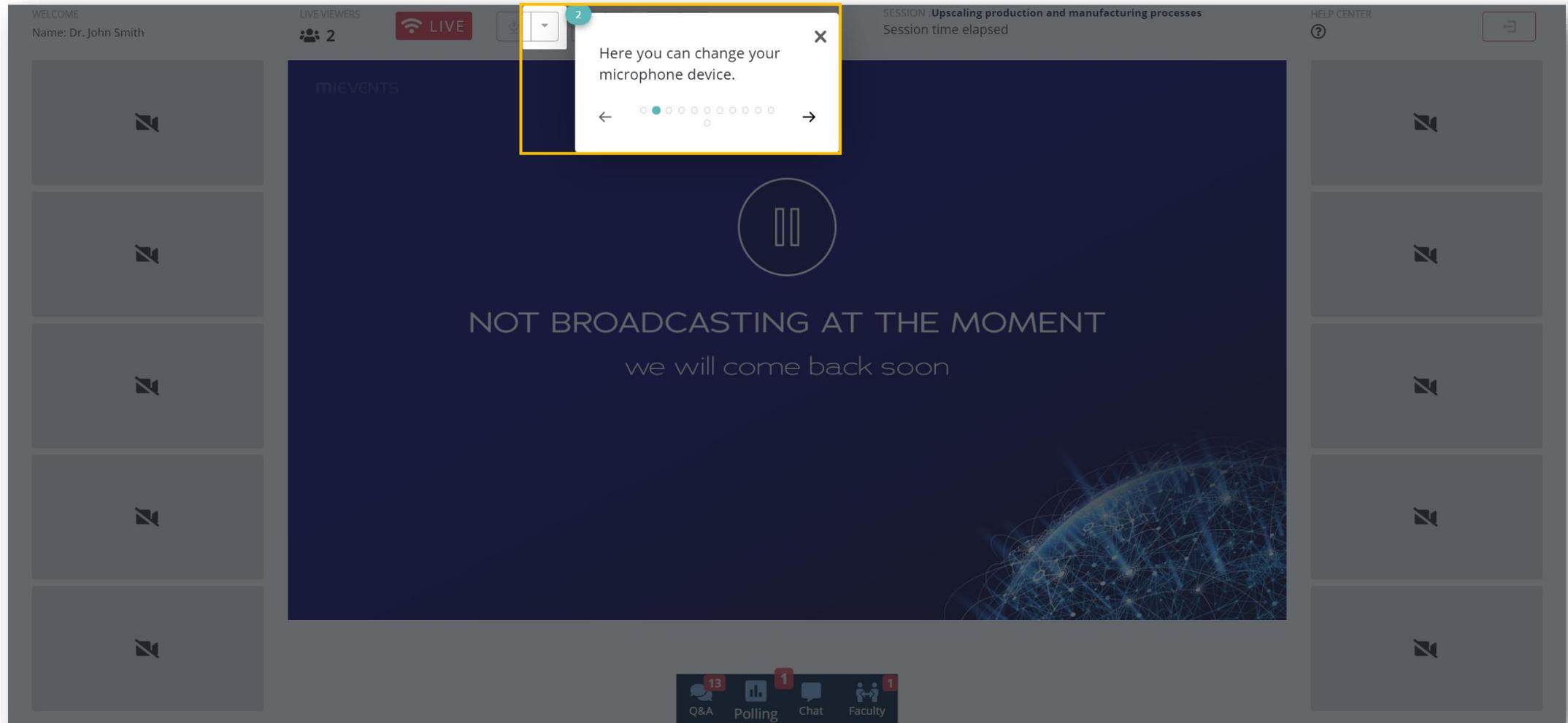
Virtual Meeting Userjourney for Speaker & Chair

Step 4 - Microphone



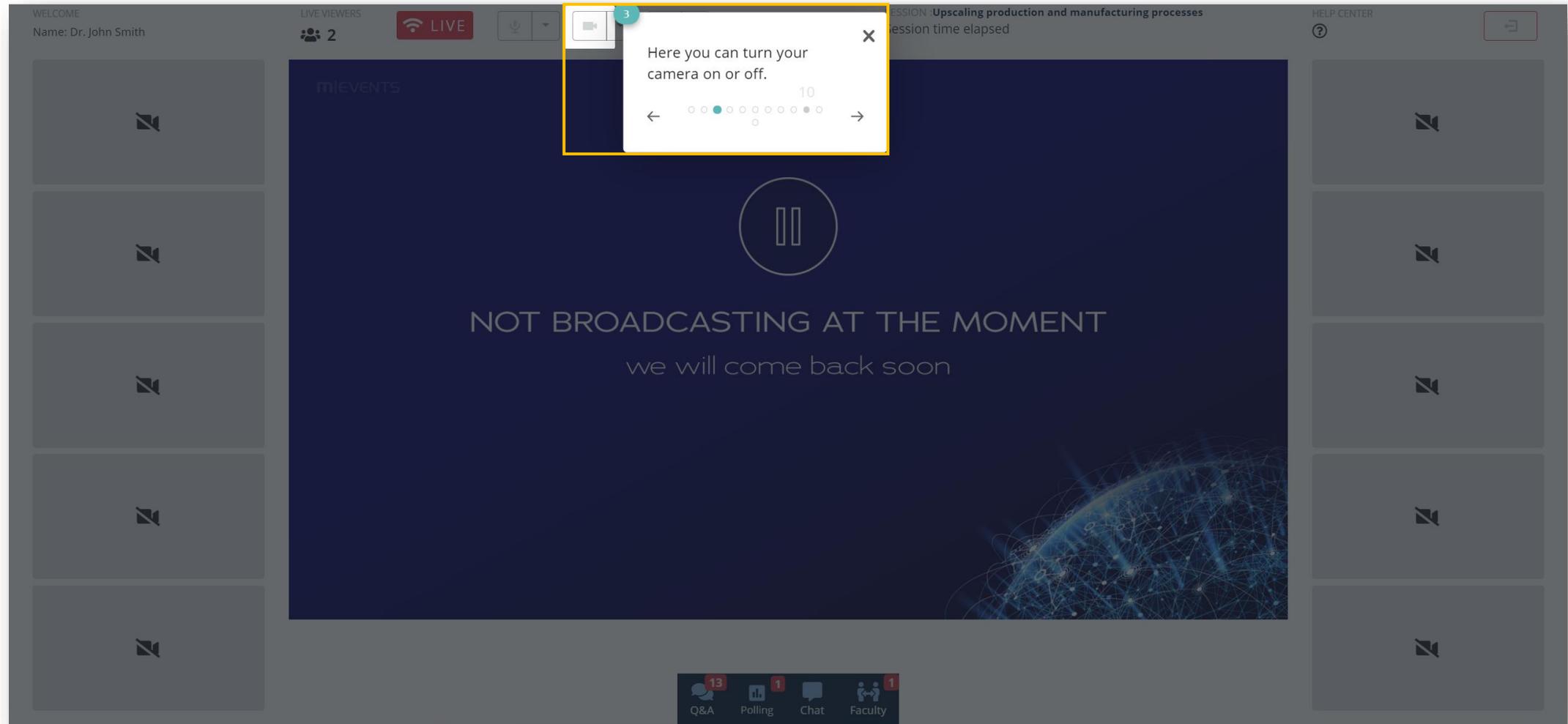
Virtual Meeting Userjourney for Speaker & Chair

Step 4 - Microphone



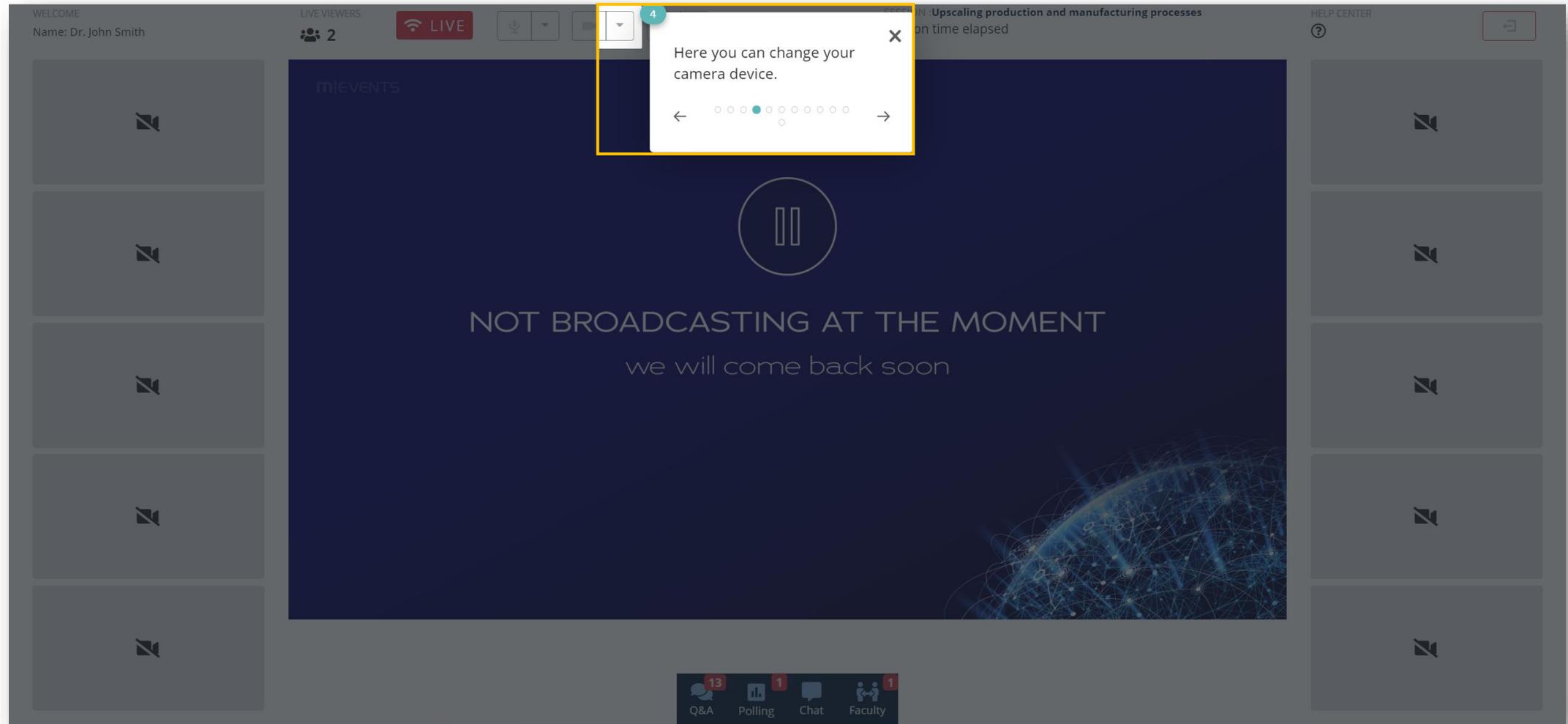
Virtual Meeting Userjourney for Speaker & Chair

Step 5 - Camera



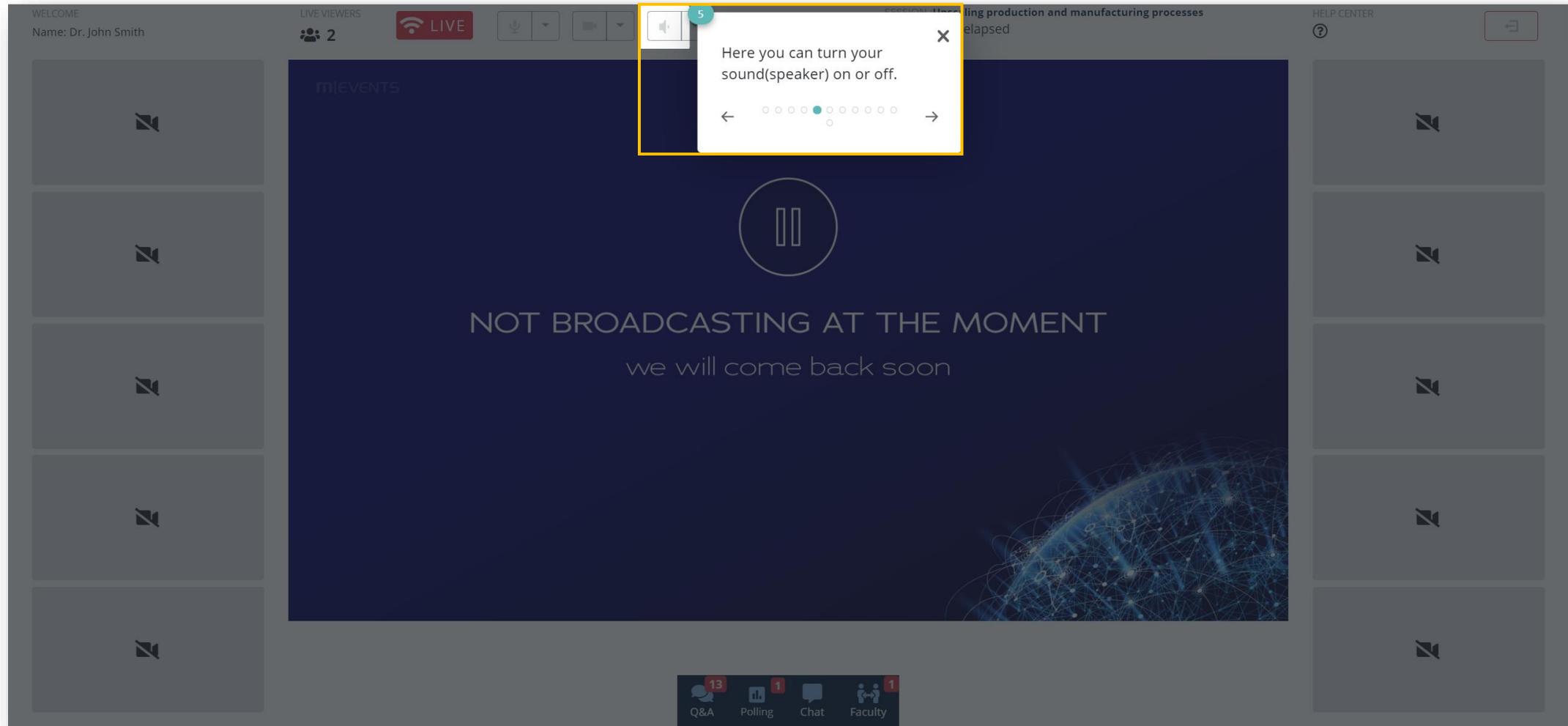
Virtual Meeting Userjourney for Speaker & Chair

Step 5 - Camera



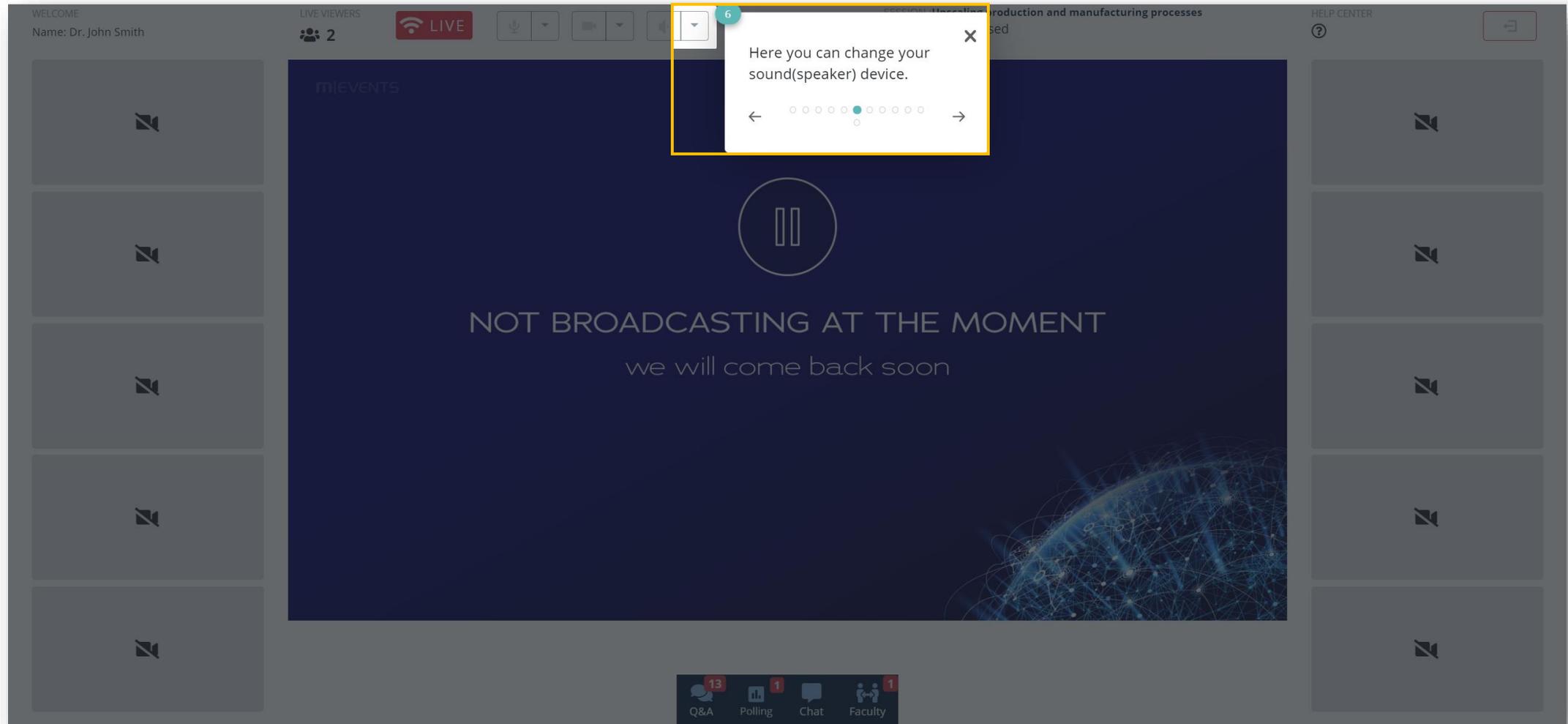
Virtual Meeting Userjourney for Speaker & Chair

Step 6 - Sound(speaker)



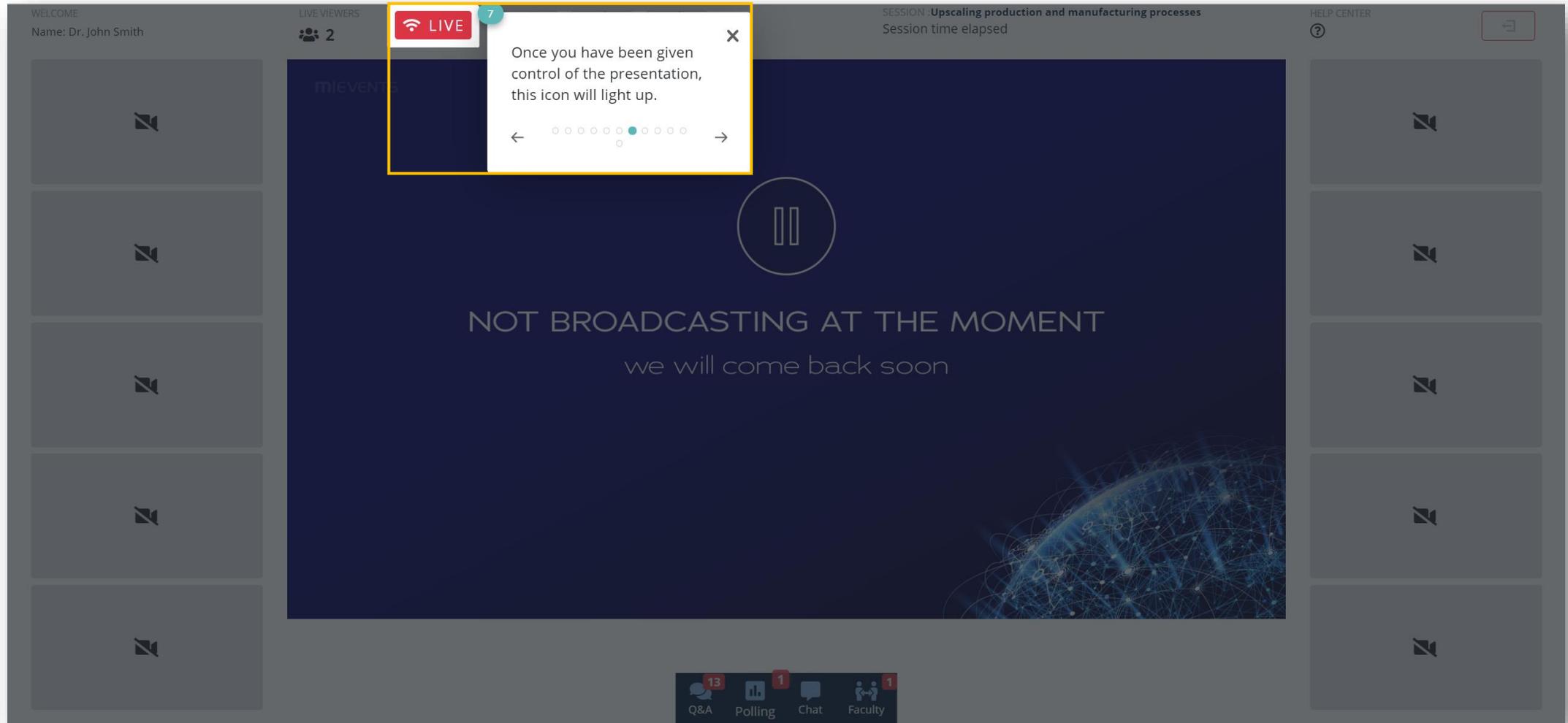
Virtual Meeting Userjourney for Speaker & Chair

Step 6 - Sound(speaker)



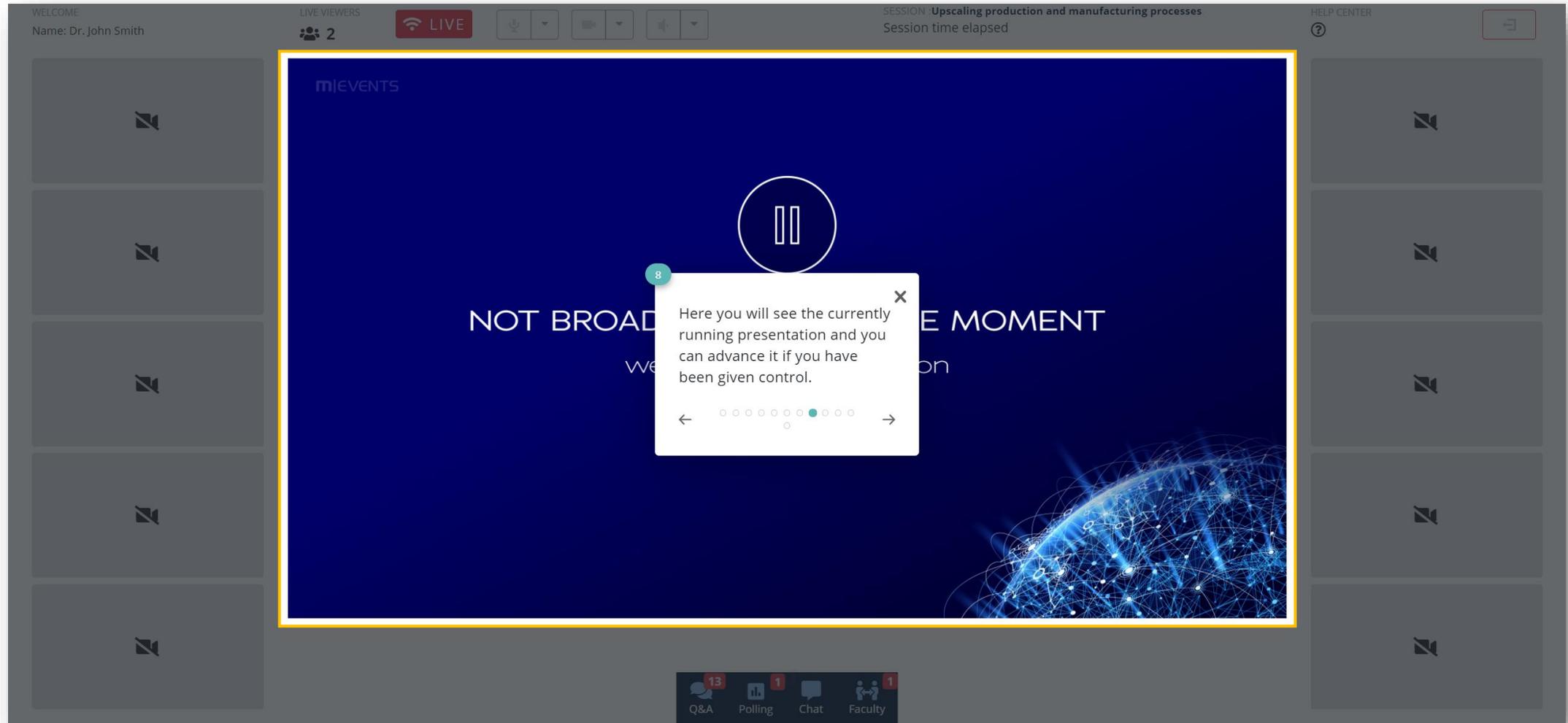
Virtual Meeting Userjourney for Speaker & Chair

Step 7 - Live



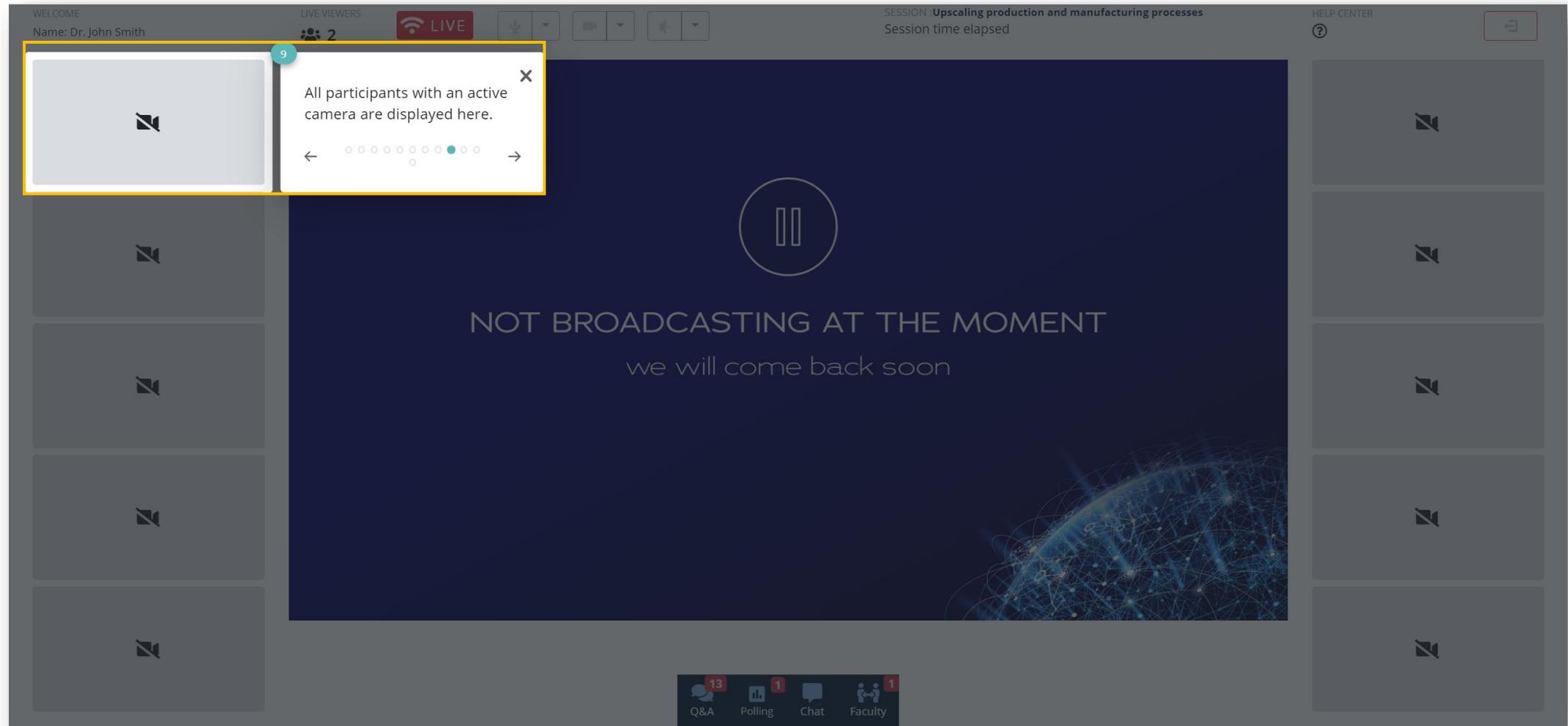
Virtual Meeting Userjourney for Speaker & Chair

Step 8 - Current Presentation



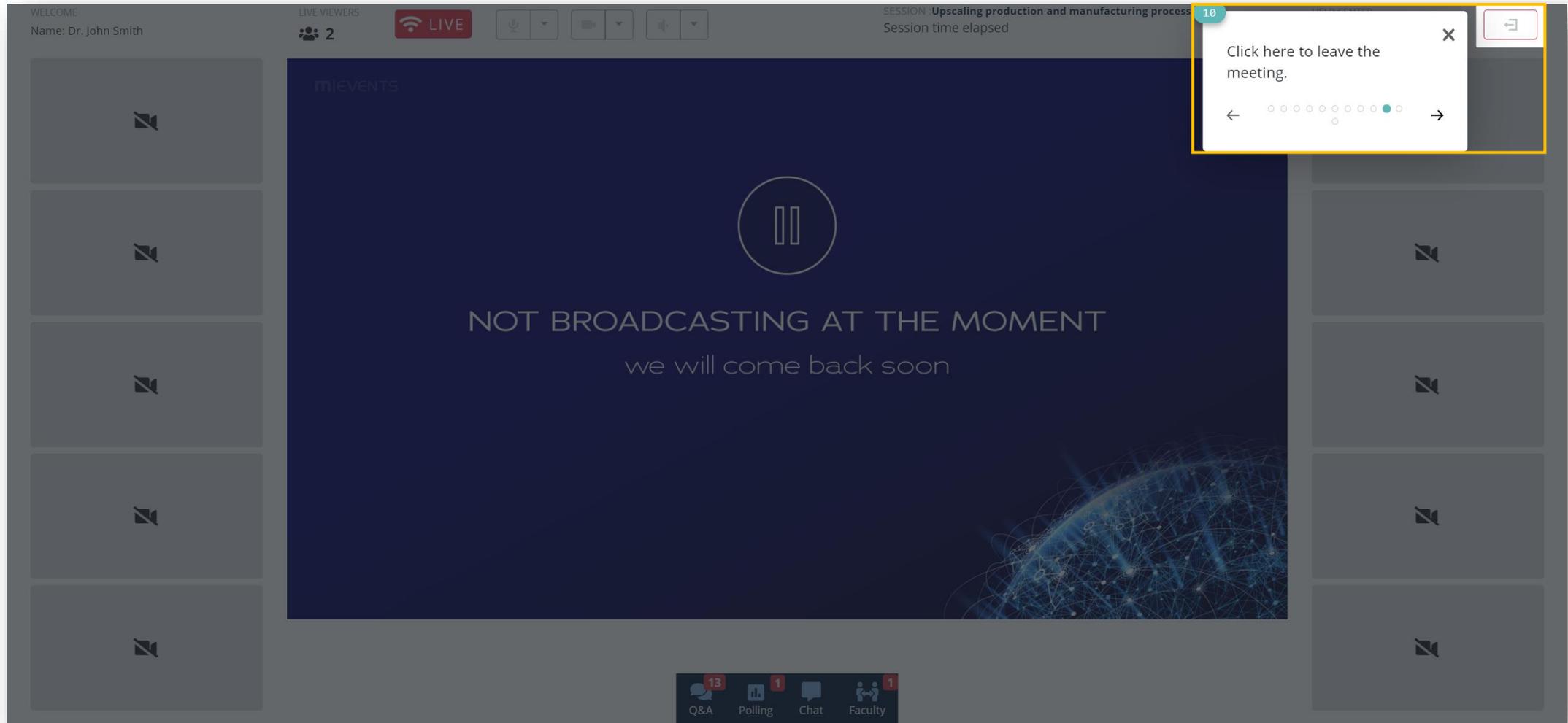
Virtual Meeting Userjourney for Speaker & Chair

Step 9 - Participating speakers/chairs



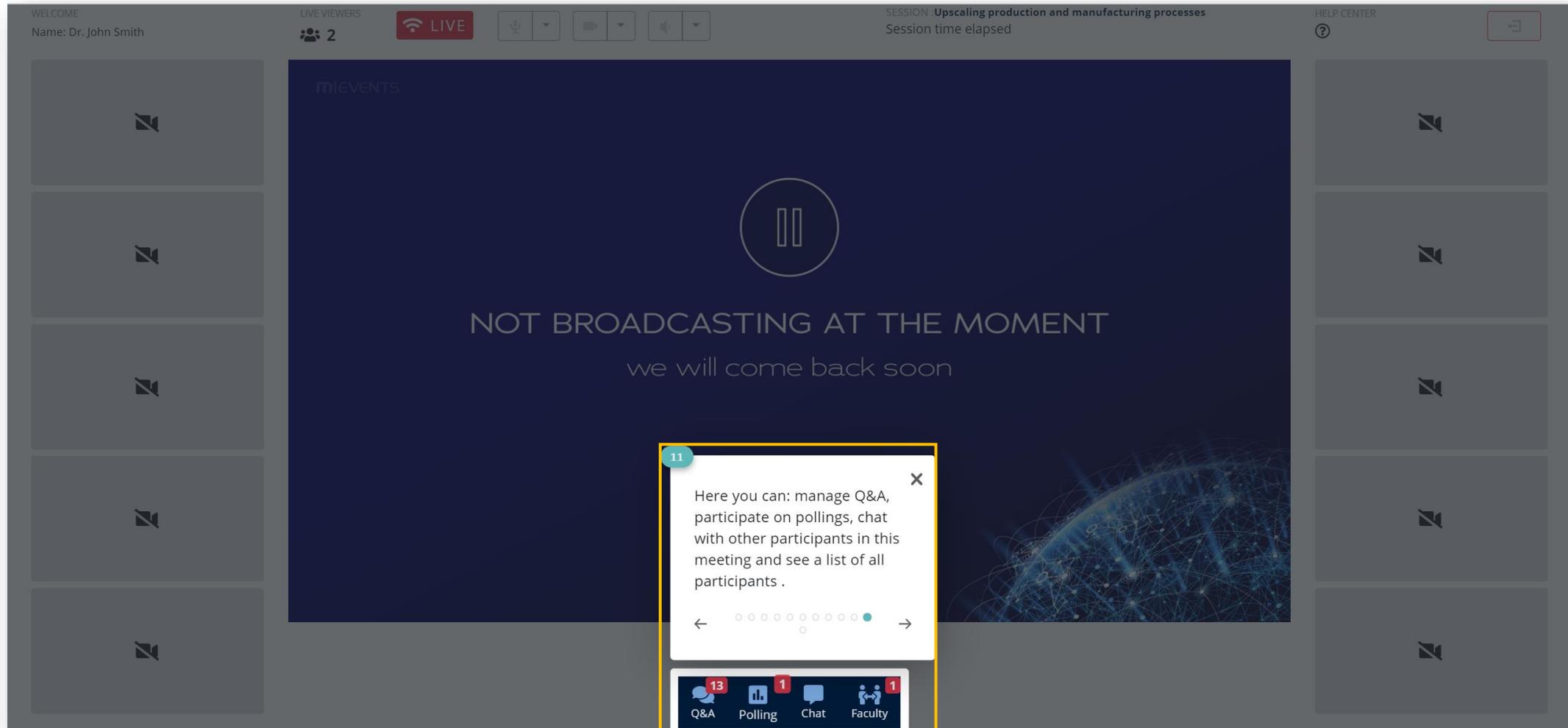
Virtual Meeting Userjourney for Speaker & Chair

Step 10 - Leave the meeting



Virtual Meeting Userjourney for Speaker & Chair

Step 11



Virtual Meeting Userjourney for Speaker & Chair

Step 12 - Q&A

The screenshot shows a virtual meeting interface with a Q&A window open. The window has a header with a close button (X) and a text input field for asking a question. Below the input field are 'CLEAR' and 'SUBMIT' buttons. The Q&A window displays a list of questions and answers. The first question is from 'M. Jordan' asking 'tests', with a reply from 'Julia Pas' saying 'here is my reply'. The second question is from 'TEST 2' asking 'Testquestion'. Each question has a 'Reply' button and a 'Show to Audience' button. The 'Show to Audience' button is highlighted in green, and the 'Hide from Audience' button is highlighted in red. The bottom of the interface shows a navigation bar with icons for Q&A (13), Polling (1), Chat, and Faculty (1).

1. If you click on the Q&A symbol on the bottom of the session window, the Q&A window pops up.
2. Here you can reply with an answer or ask a question and send it to the audience via „submit“,
3. „Show to audience“ and
4. „Hide from audience“ questions.
5. If you want to go back to the live stream click on „x“ in the top left corner.

Virtual Meeting Userjourney for Speaker & Chair

Step 13 - Interactive Polling

1. If you click on the „Polling“ symbol on the bottom of the session window, the polling window pops up.

2. Here you can participate on pollings

3. If you want to go back to the live stream click on „x“ in the top left corner.

Option	Percentage
A. Test 1	66.67%
B. Test 2	33.33%
C. Test 3	0%

The screenshot shows a virtual meeting interface. At the top, there is a header with 'WELCOME Name: Dr. John Smith', 'LIVE VIEWERS 1', 'LIVE' status, and session details 'SESSION Upscaling production and manufacturing processes' and 'Session time elapsed'. At the bottom, there is a toolbar with icons for 'Q&A' (13), 'Polling' (1), 'Chat', and 'Faculty' (1). A white box highlights the 'Interactive Polling' window, which displays a bar chart for a 'Test' with three options: 'A. Test 1' (66.67%), 'B. Test 2' (33.33%), and 'C. Test 3' (0%). A small 'x' icon in the top left corner of the polling window is highlighted with a yellow box. Three callout boxes provide instructions: the first points to the 'Polling' icon in the bottom toolbar; the second points to the bar chart; and the third points to the 'x' icon in the top left corner of the polling window.

Virtual Meeting Userjourney for Speaker & Chair

Step 14 - Chat

1. If you click on the „Chat“ symbol on the bottom of the session window, the chatbox window pops up.

2. Here you can chat with other speakers and the technician involved in the current session, hidden from the audience.

3. If you want to go back to the live stream click on „x“ in the top left corner.

Virtual Meeting Userjourney for Speaker & Chair

Step 15 - Session backend participants (no access for audience)

1. If you click on the „Faculty“ symbol on the bottom of the session window, the Faculty window pops up.

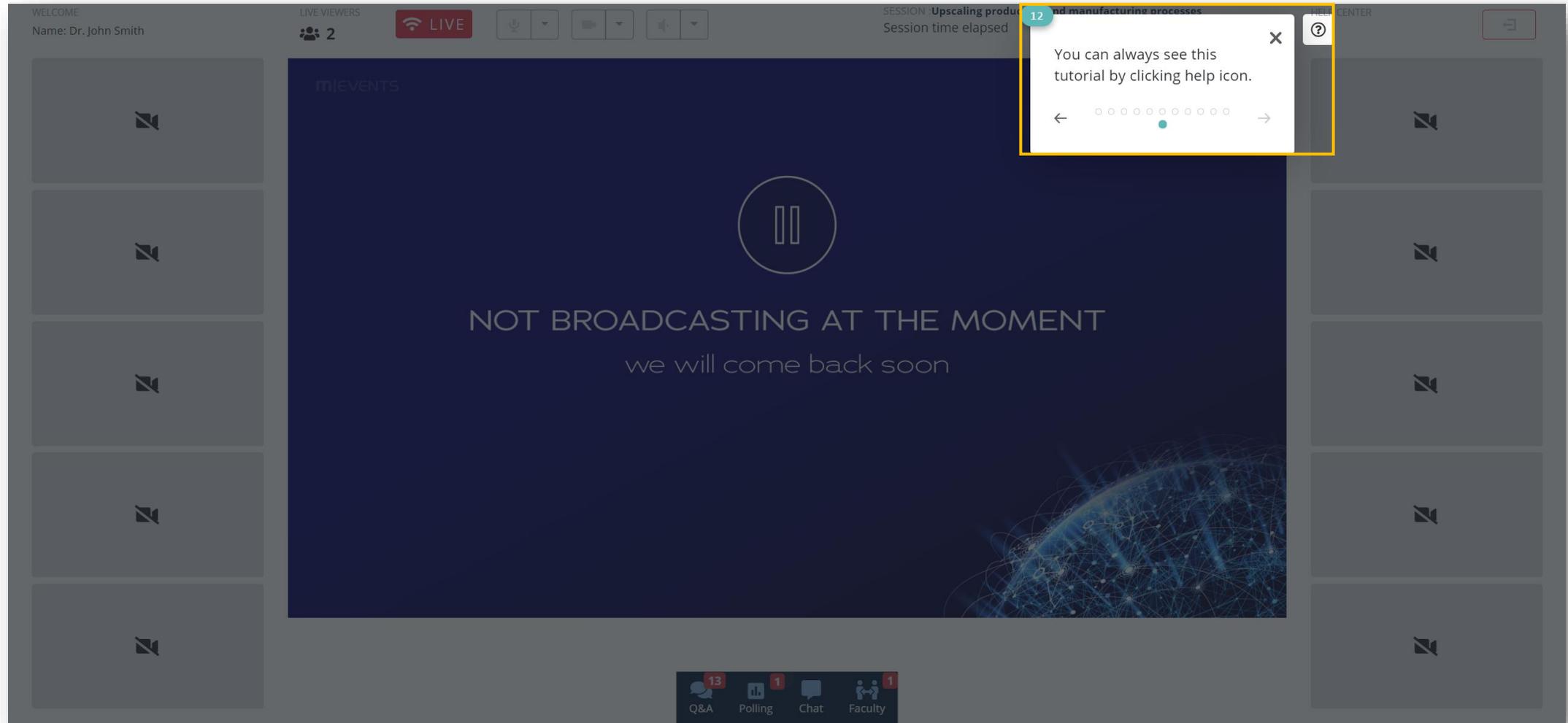
2. Here you can see who else is participating as a speaker/chair.

3. If you want to go back to the live stream click on „x“ in the top left corner.

Session participants	
Falk Speaker	MUTED
Tamara	MUTED
(Me) DB	
Julia Pas	MUTED

Virtual Meeting Userjourney for Speaker & Chair

Step 16 – Tutorial / Guided tour



Virtual Meeting Userjourney for Speaker & Chair

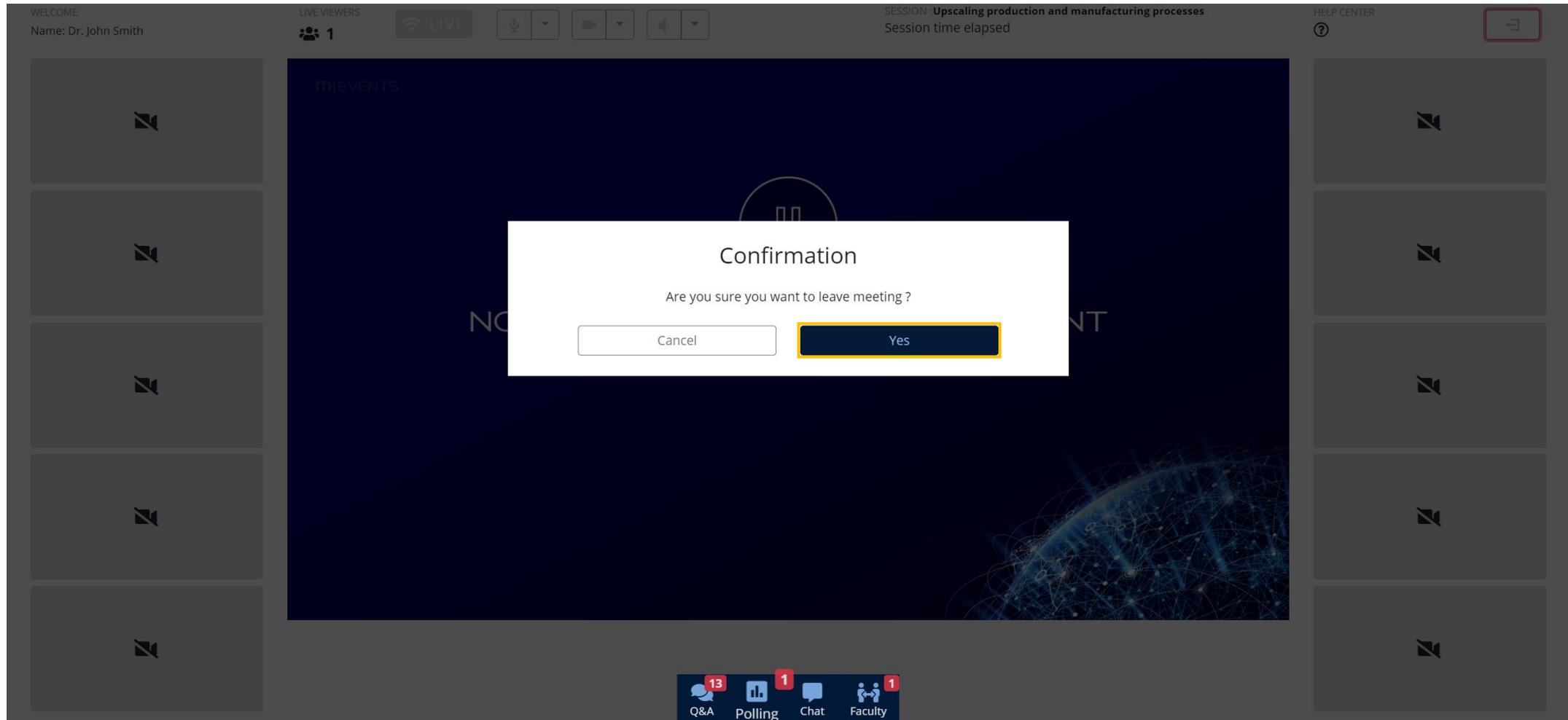
Step 17 – full session backend view (virtual stage)

The screenshot displays the mEVENTS virtual meeting backend interface. At the top, it shows the session name "Upscaling production and manufacturing processes" and the status "Session time elapsed". The interface is divided into several sections:

- Top Bar:** Includes "WELCOME Name: DB", "LIVE VIEWERS 0", "LIVE" status, and "HELP CENTER" with a question mark icon.
- Left Panel:** A vertical stack of five grey rectangular buttons, each with a white icon of a person with a slash through it, representing a list of participants.
- Central Stage:** A large video area showing a virtual stage with a blue and white background. The stage features a "Show Session" header, a "Chair: First Chair" label, and a "First Speaker Show Talk" overlay. The speaker's name and title are visible, along with a timestamp of 14:00. The stage also displays "mEVENTS" branding and a "Connecting Hematology - For Clinical and Research Excellence" banner.
- Right Panel:** A vertical stack of five grey rectangular buttons, each with a white icon of a person with a slash through it, representing a list of participants. At the bottom right, there is a "DB" icon with a microphone symbol.
- Bottom Bar:** A navigation bar with icons for "Q&A" (2), "Polling" (1), "Chat", and "Faculty" (1).

Virtual Meeting Userjourney for Speaker & Chair

Step 18 – leaving the meeting



Virtual Meeting Userjourney for Speaker & Chair

Step 18 – leaving the meeting

Info

Thank you for attending the meeting.