Satellite Symposia Sessions Catalogue

Introduction to Satellite Symposia

Satellite Symposia include:

- Live broadcasting of the session during a dedicated timeslot within the ESC scientific programme
- Presentations can be pre-recorded or broadcast real-time with a remote connection of the speakers
- Panel discussions can be pre-recorded or broadcast real-time with a remote connection of the speakers
- Interaction between speakers and audience through an integrated interactive tool available during the live broadcast of the session

Optional (extra cost):

- An evaluation form on the page to collect feedback at the end of the session

- Open question interaction to question the audience

Options

	1 Self recording	2 CYIM Recorder Application	3 CYIM Virtual Studio Recordings
Cost invoiced to the industry partner	included in ESC Package	500€ / presentation	5 000€ / session
Collection of Pre-recorded sessions — MP4 video presentations and panel discussion produced by customer and centralised by CYIM	x		
Speakers presentation(s) recordings		x	x
Panel Discussion recording			x
Live panel discussion streamed in real time	x	x	x
Customised background		x	x
Helpdesk Support	x	x	x
Post-Production			x
Interaction Q&A (Pigeonhole)	x	x	x

	750 €/ session		
Options (Livestream managed by CYIM required) — Evaluation form (Pigeonhole)	x	x	x

	1000 €/ session		
Options (Livestream managed by CYIM required) — Open Question Interaction (Pigeonhole)	x	x	x

Option 1 (Included in your ESC Satellite Symposium package)

Self Recording

1 Pre recorded presentations and panel discussion provided by industry

For this option, the industry is responsible for providing the final video files to be broadcast live, in the dedicated time slot, with the following rules:

+ Submission of recording files by 30th July, provide your file via box. CYIM will give you further instructions via email.

+ Quality

  + full HD 1080p,

  + Minimum 30fps and 5Mb.

  + Codec H264

  + Maximum size: 5GB

+ 1 file per presentation according to the programme of the session (needed for integration in ESC 365)

+ The duration of each video must match your programme of the session (including time for panel discussion)

+ Splitting presentation is considered post-production and will imply additional costs

1 Panel Discussion (Live)

+ Technical rehearsals will be scheduled by CYIM for your speakers

+ For the day of your session a dedicated CYIM team will assist you, <u>more information on this slide</u>

+ The Panel Discussion can be either:

  + Pre-recorded (by the sponsor) and it will be broadcast as it is presented

  + Or live panel discussion(s), which occurs in real time during your session, ie the panel discussion(s) will be filmed during the session broadcast (more information <u>about Live Panel discussion</u>).

Option 2 (CYIM acts as your agency)

CYIM Recorder Application

2   Pre-recorded presentations only

+ With this option, each speaker of the session can record their presentation through our CYIM recording platform.

+ The CYIM recorder can be used in full autonomy by the speaker. After downloading the app, the recording can be done at any time and can be redone as many time as needed.

+ The industry will receive the video files for validation prior the congress.

+ Every speaker will be able to contact a dedicated customer service:

    + To help check the sound and camera quality
    + To provide assistance on the use of the recorder
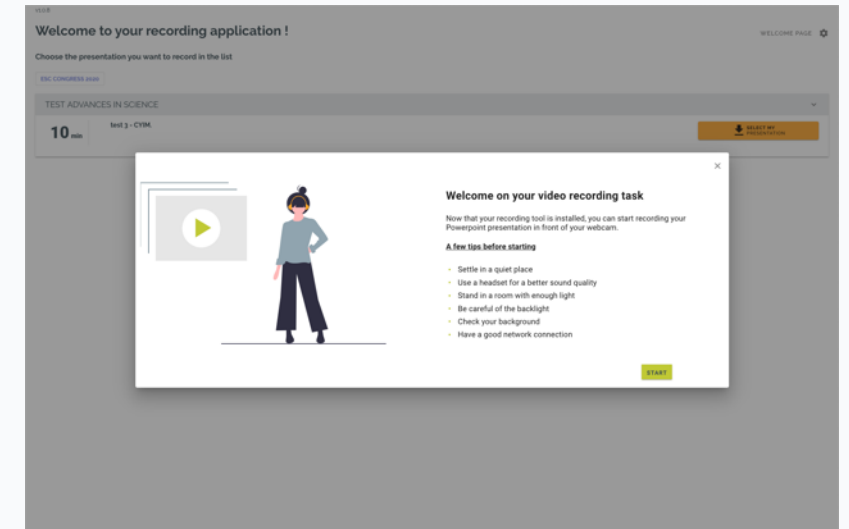
2   Pre-recorded presentations only

+ For the panel discussion, it can be:

  + Pre-recorded (by the sponsor) and it will be broadcast as it is presented

  + Or live panel discussion(s), which occurs in real time during your session, ie the panel discussion(s) will be filmed during the session broadcast (more information about Live Panel discussion)

  + The industry will have the possibly to send a customised background for the recordings and the panel discussion (here are the specifications). The ESC background will be applied by default.

  + The same customised background will be added to the recorded presentation.

Your customised background
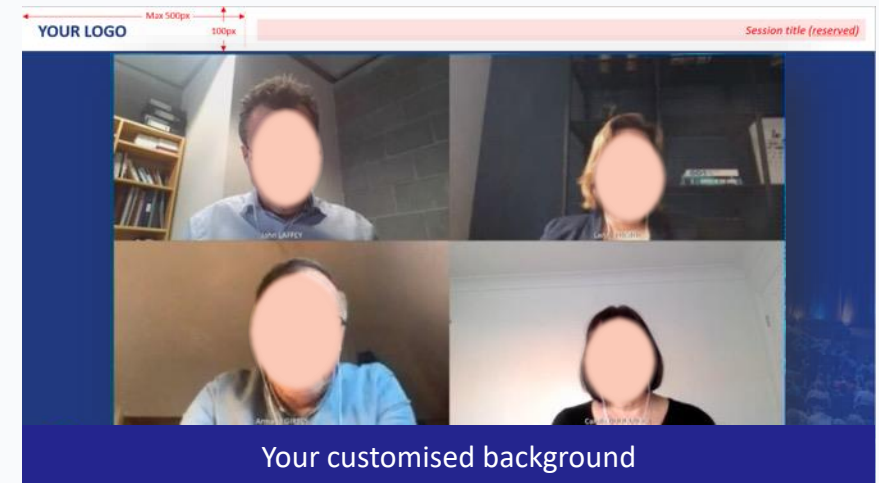
Option 3 (CYIM acts as your agency)

CYIM Virtual Studio Recordings

**3** Pre-recorded presentation and Panel Discussion (live or pre-recorded)

+ With this option, part of or the whole session will be recorded in our studio like a live session.

  + Speakers will be connected via a visioconference room and will be able to share their presentation.

  + Industry can either record the whole session, included the panel, in one studio appointment or either book one appointment per speaker according to their availability

+ A dedicated technical team will assist and guide the industry and each speaker during the appointment in order to get the best quality for the recording.

+ Speakers will be given several attempts to record their presentation until the official deadline.

+ Post-production: Editing is possible if needed

  + Remove the blanks and gibbering: The industry needs to provide us the exact timing to be removed
  + Hide/blurred a slide
  + Shorten a video
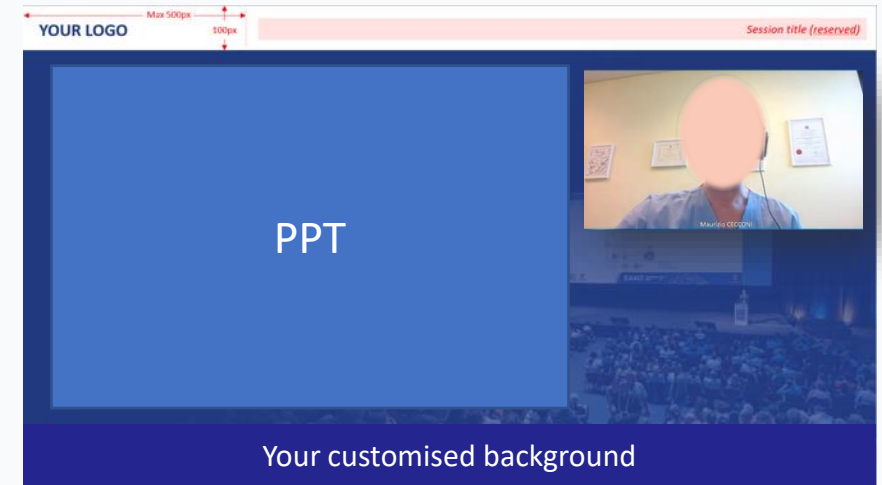
3 Pre-recorded presentation and Panel Discussion (live or pre-recorded)

+ For the panel discussion, it can be:

  + Pre-recorded (in studio as mentioned in the slide above) and it will be broadcast live

  + Or a live panel discussion, which occurs in real time, the panel discussion will be filmed during the session broadcast (more information about Live Panel discussion)

  + The industry will have the possibility to send a customised background for the records and the panel discussion (here are the specifications). The ESC background will be applied by default.
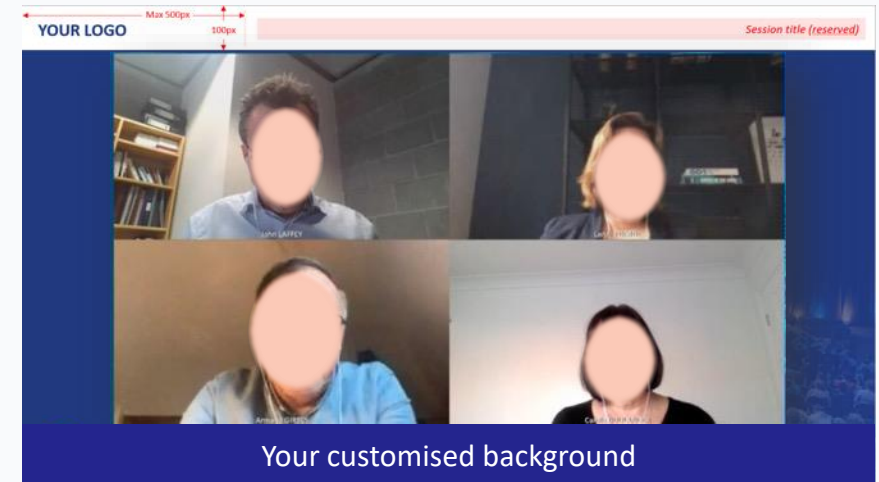
Live Panel Discussion for all options

Live panel discussion

+ Panel Discussions can be <u>at the end and in between presentations</u>

+ For the live panel discussion you will need:

  o To validate the session script with industry representative and/or moderators through a meeting with technical team:
  https://outlook.office365.com/owa/calendar/ESC1@cyim.eu/bookings/s/TAxQ8zD_0UCp-urkuSrN2w2

  o To provide us with a customized background (here are the specifications)

  During the rehearsal, our technical team will explain the process and will check the equipment matches the requirements.

  Please note that a maximum of 6 speakers/moderators can be displayed and talk at the same time during the panel live.
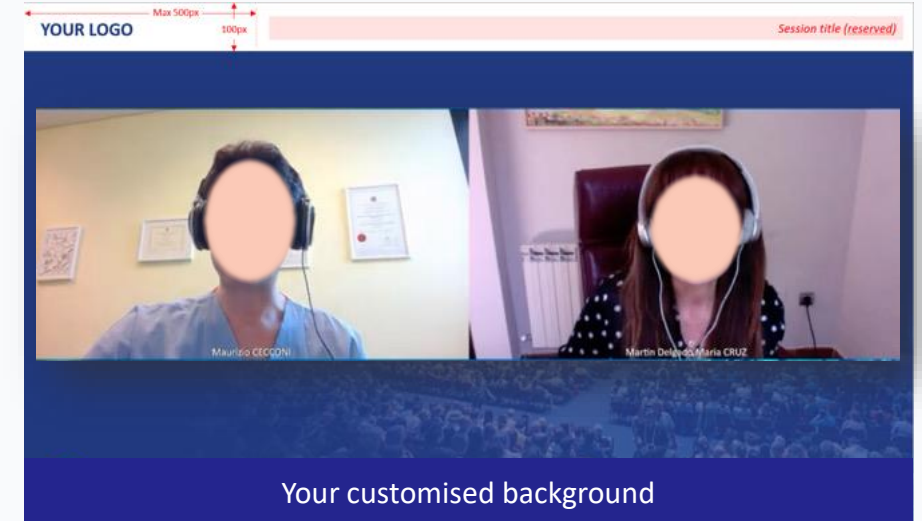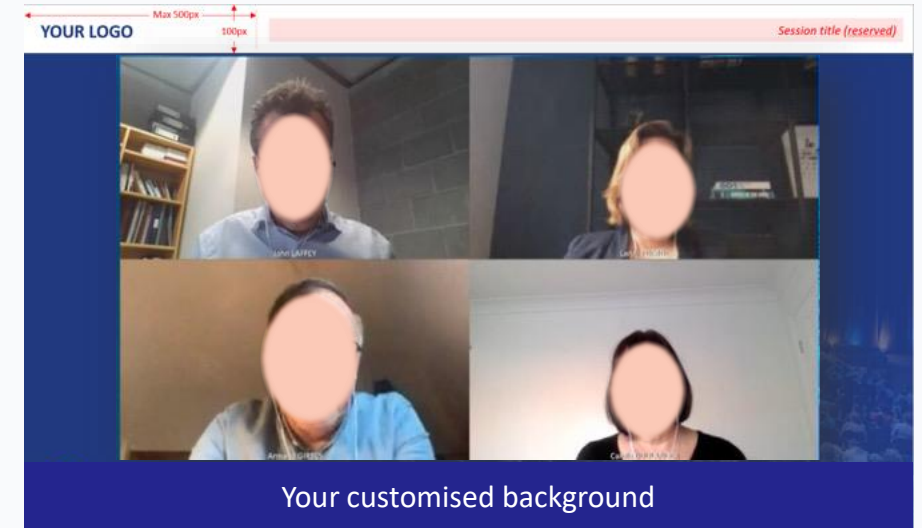
Technical Requirements for Live Panel Discussion

1. Computer environment need :

    + To be plugged to power supply

    + To be connected to internet with a sufficient bandwidth

    + To use Chrome browser (prefered because more stable)

2. The video on the right shows the 3 key points to follow, to make sure that the quality of sound and camera is good for your presentation

3. The agreed conditions and the tools that have been tested during the appointment with the technician, must be the same as those of the day of the live broadcast.

3 key points for a **successful** recording
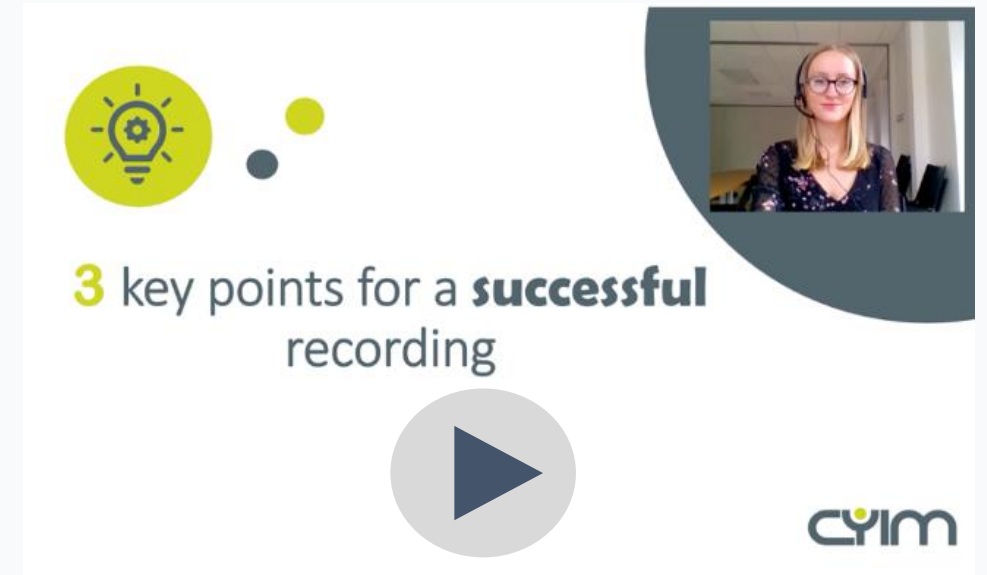
Click on the link to view of the video

Helpdesk Support

+ A dedicated CYIM team for the industry partners

+ Availability to provide assistance throughout the entire phase of preparation

+ Assistance will be provided to the speakers, all along the process with "real" people and no chatbots.

(?) Assistance

From the physical to the virtual preview !

Customised Background

Refers only to Option 2 & 3

W:500px / H:100px

YOUR LOGO

Max 500px

100px

Presentation title (reserved)

CAM

PPT

#ESCCongress

1. You can customise the banner at the top left. Please provide a banner of 100x500px (500 px is the maximum width) in png or jpeg format. Files sources (.psd, .ai…) can also be sent for a better quality.

100px   YOUR DESIGN

Presentation title (reserved)

CAM

PPT

2. You can also provide us a 1920x1080 picture that we will use as a background, please keep in mind that some areas, according to preset used could be hidden by the slide and the speaker camera. Example with this logo: 💔

- *If you do not want to use your own company branding, we will keep the general ESC background as a Picture-in-Picture.*

➜ The final design will be sent to you for validation prior the congress.
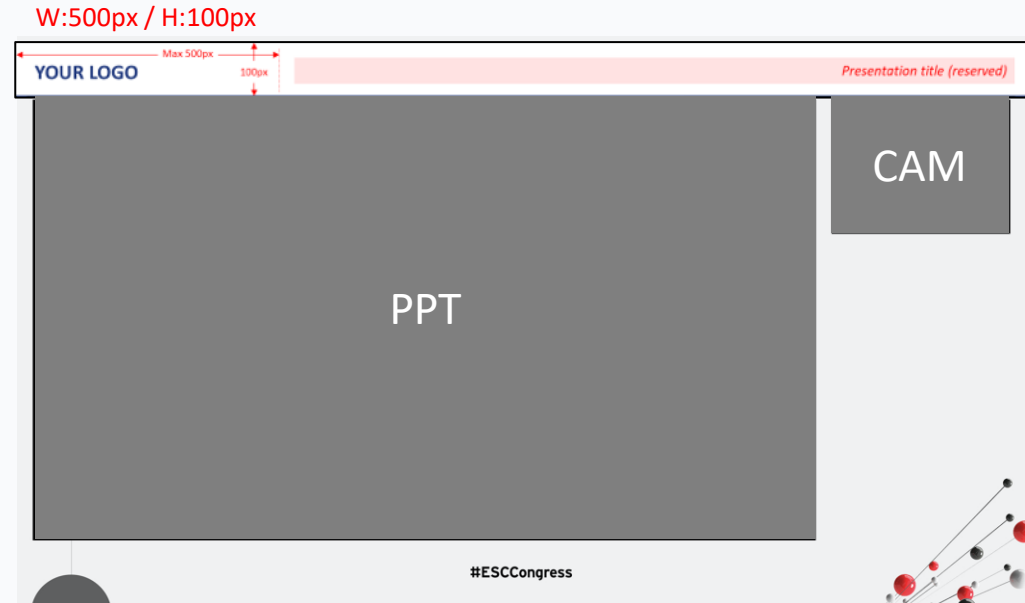
Customised background – to be adapted depending on the number of speakers

+ Depending on the programme of your session and scenario, **several preset can be used.**

+ This point will be discussed with CYIM project manager.
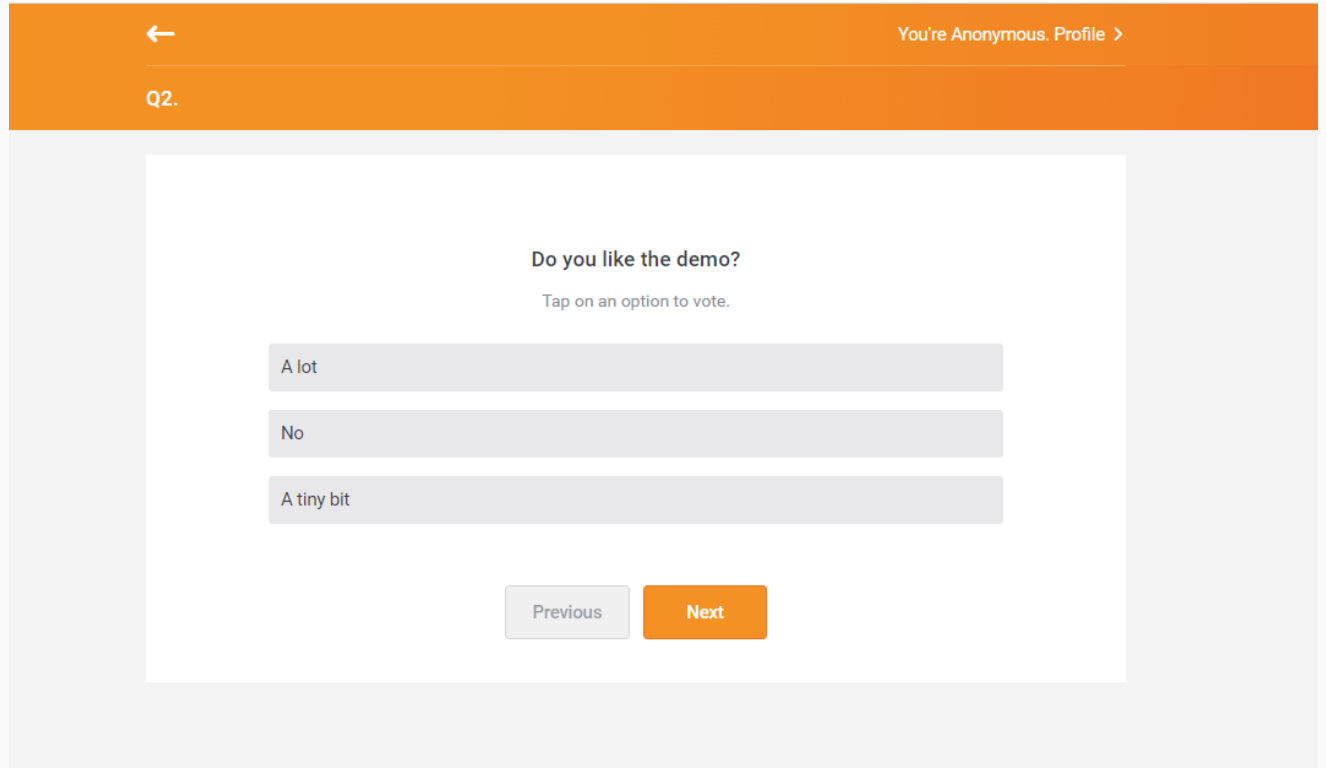
Evaluation Form

Evaluation Form

+ Get feedback from your audience through a customised form

  + Open throughout the session

  + Questions with multiple choices or with open text answered

  + Pre and/or post evaluation form message

  + The audience have to click on a button in the chat to answer to the evaluation form

  + The questions appear one by one
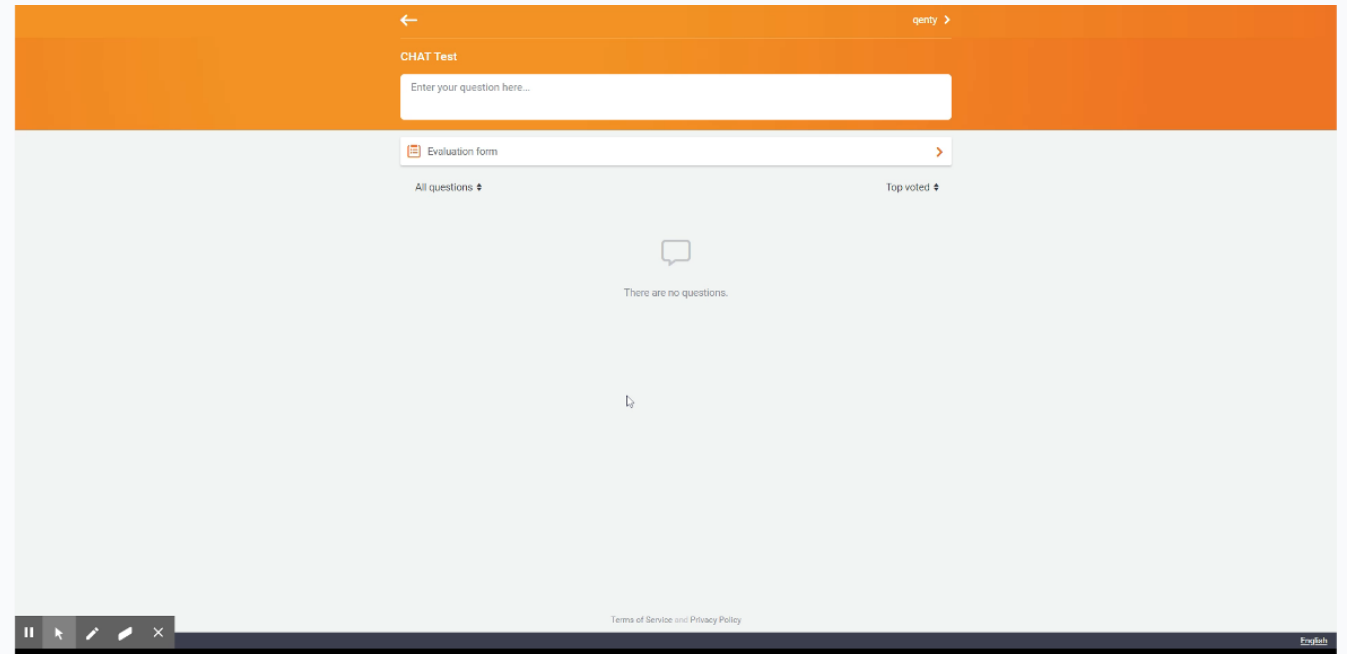
Open Question Interaction

Open Question Interaction

+ Get more interaction from your audience by asking **One Question during your session**

    + The question will need to be asked at the beginning of the session

    + Audience will have all the time of the presentations to answer the question

    + Audience will still be able to ask their own questions within the chat

Open Question Interaction

+ Why only **One Question**?

   + **For Scientific reason**

      + Open your session with a question and discuss it during the panel/Q&A will give more attractiveness for the audience

      + It can be your first question discussed during the panel/Q&A

      + This will motivate audience to ask more questions

   + **For Technical reason**

      + Due to the latency of the streaming virtual voting is difficult to manage, especially for the person who animates the session and needs to cover the blank

      + The question asked at the beginning of the session enables time to answer the question and avoid the delay issue

Open Question Interaction

+ How will audience vote?

+ Once the voting is active the button to access the voting box appears on the interactivity box on the side of the player **1**

+ Audience will click to enter and answer the question **2**
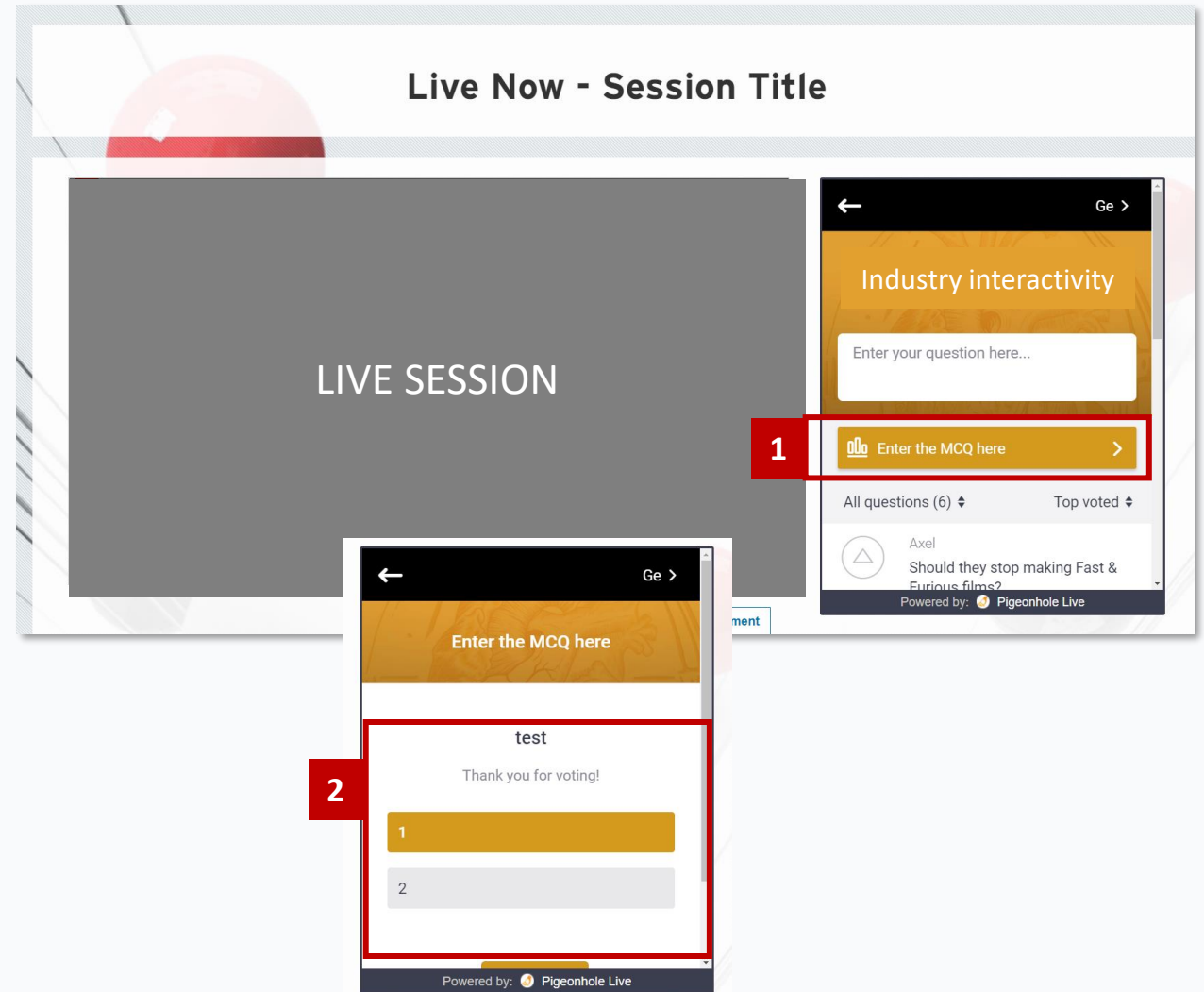
Open Question Interaction

+ **How are the results shown?**

    + The technical team will stop the vote at the end of the presentations

    + Once the speakers/moderators are ready to discuss the answers during the Q&A, the results will be displayed on the screen to the audience **1**

Open Question Interaction

+ Which question can I ask?

+ Multiple choice or Pro & Con question is recommended.

+ Question needs to be provided by 13th August 2021.
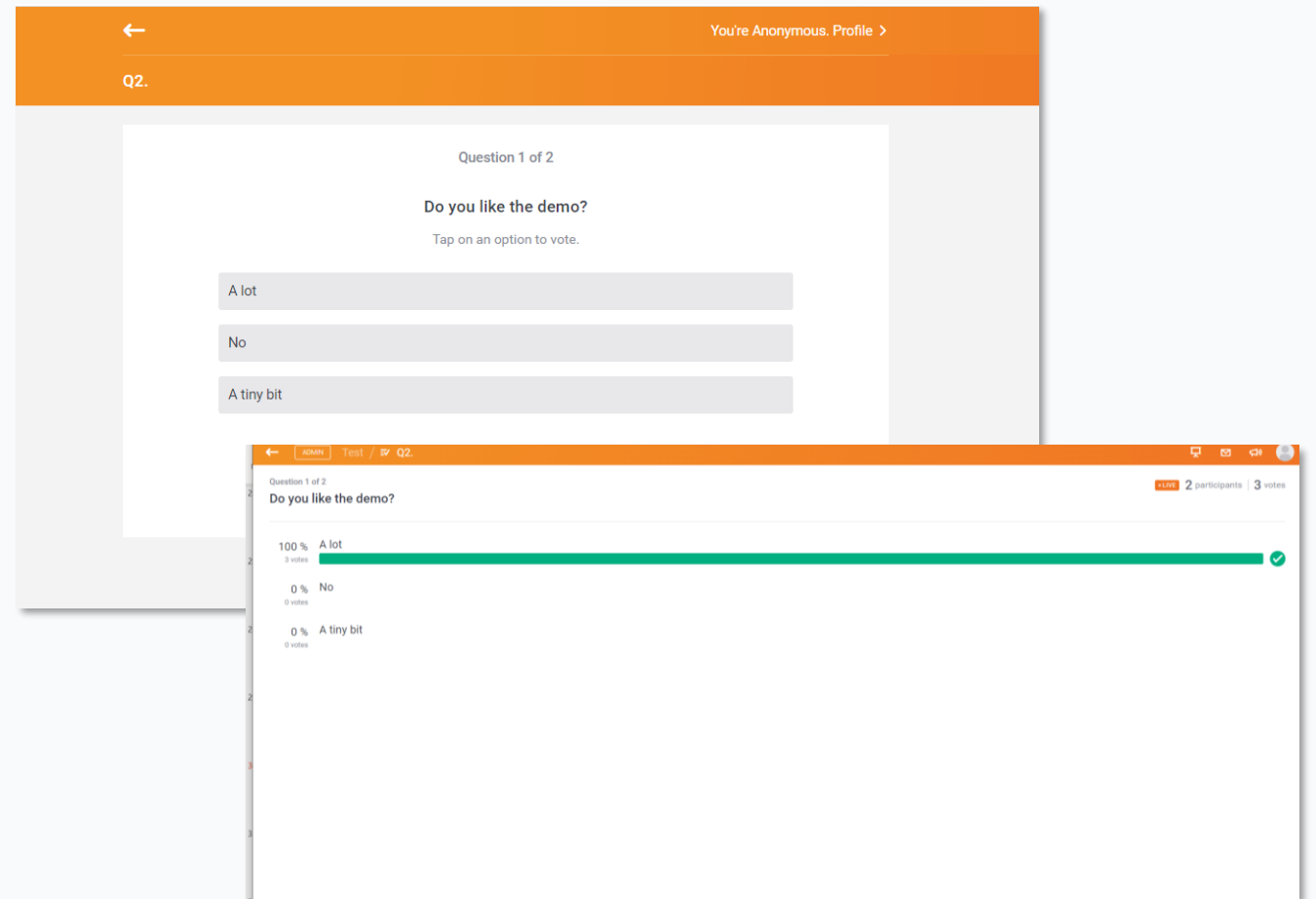
Next Steps

Next steps – contact with CYIM

+ **Book and confirm the recording options**

No matter the options chosen, each industry representative will need to confirm the options by **12th July 2021.**

In order to confirm the Option 2 and 3, you will need to provide your industry details (Address, VAT Number..) to receive the related quotation. The recordings can only be done with a signed quotation.

+ **Contact**

For any question or appointment please contact : esc.congress-supplier@cyim.com