Satellite Symposia Services Catalogue

Introduction of Satellite Symposia

Satellite Symposia includes:

- Broadcasting prerecorded presentations

- Broadcasting live or prerecorded Panel Discussion

- Interaction area to enable the communication between the audience, and the speakers/chairperson

- Optional (extra cost): an evaluation form on the page to collect feedback at the end of the session

Options

Cost invoiced to the industry partner	1 Self recording presentation included in ESC Package	2 Pre recorded 8 000€/ session
Speaker presentation recording (via CYIM recorder)		x
MP4 video produced by customer and centralised by CYIM	x	
Pre recorded panel discussion (broadcasted Live)	x	x
Live panel discussion streamed in real time	x	x
Customised background		x
Helpdesk Support	x	x
Interaction Q&A	x	x

	750 €/ session	
Evaluation form	x	x

Option 1 (Included in your ESC package)

Self Recording

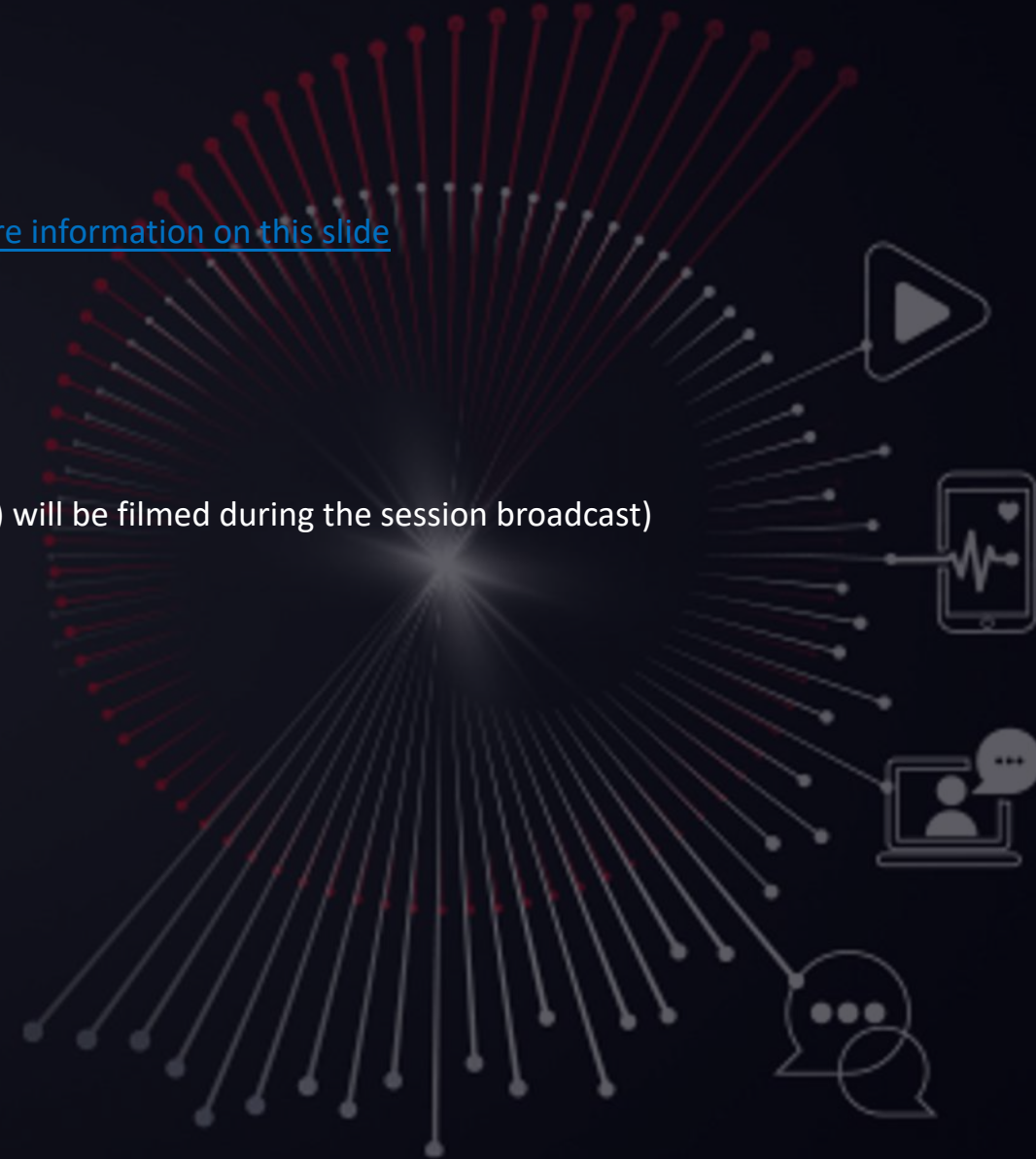**1** Pre recorded presentations provided by industry

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 November 16th , 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 (to be integrated in ESC 365)

+ The duration of each video must be done according to the programme of the session (considering the panel discussion timing)

+ Post-production will imply additional costs (including the split of the presentations)

1 Panel Discussion (live or prerecorded)

+ Technical rehearsals will be scheduled by CYIM for your

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

+ The Panel Discussion can be either:

  + Pre-recorded and it will be broadcasted as it is presented

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

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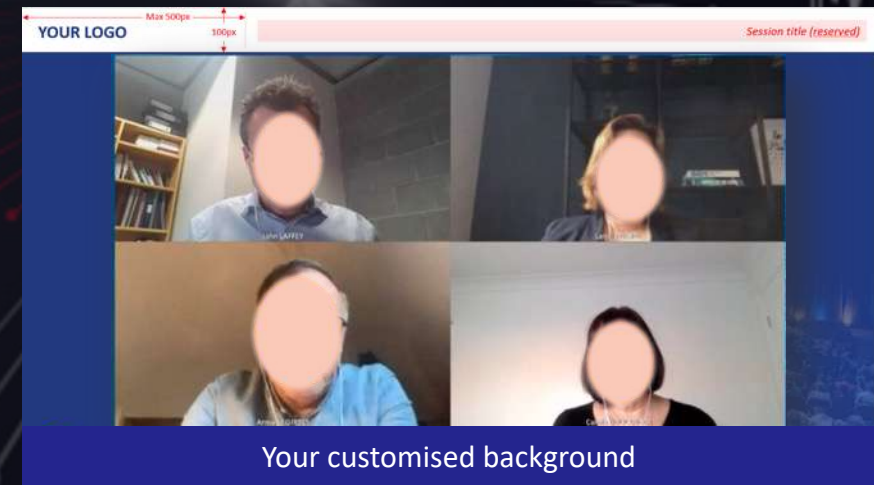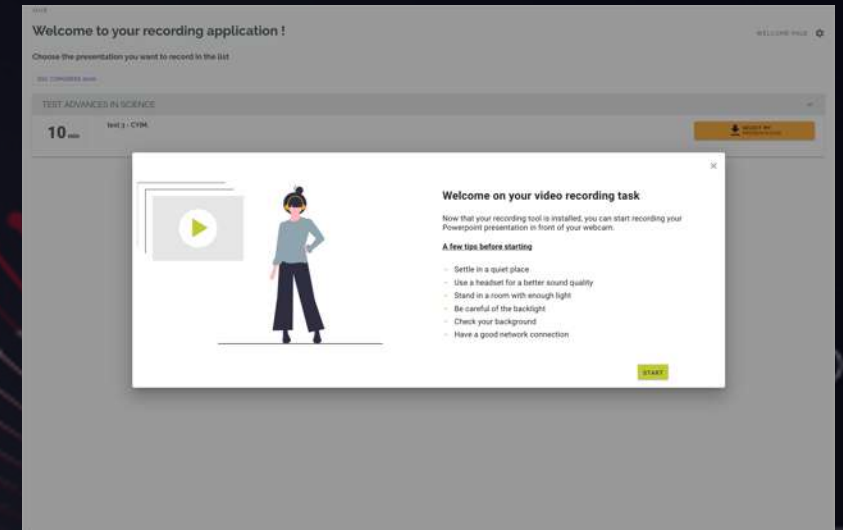
Option 2 (CYIM acts as your agency)

Pre recording via CYIM

2 Pre-recorded presentation + Panel Discussion (live or pre-recorded)

+ For this option, each speaker of the session records their presentation through our CYIM recording platform.

+ Every speaker will be contacted personally, and an appointment will be scheduled to:

  + Check the sound and camera quality
  + Provide assistance on the use of the recorder

+ For the panel discussion, it can be:

  + Pre-recorded panel discussion(s)

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

Your customised background

Live Panel Discussion for both options

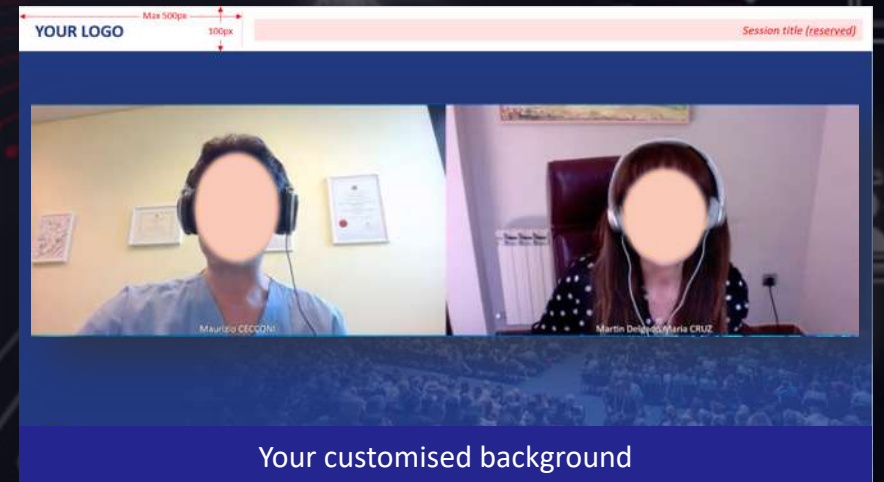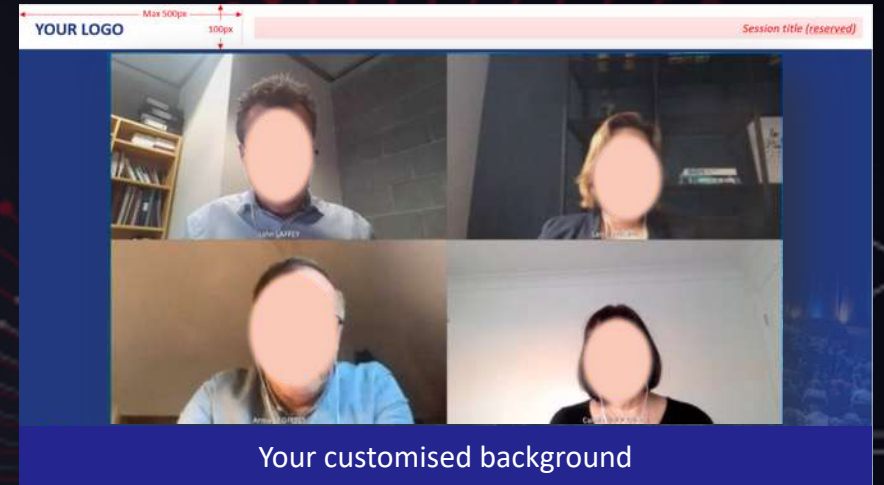ESC Digital Health Week 2020 - 30 November – 3 December

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 responsible and/or moderators through a meeting with technical team:
  https://outlook.office365.com/owa/calendar/ESC1@cyim.eu/bookings/s/ZIOG4UcKqUiq3CGLG9PSMw2

  o To provide us with a customized background (here are the specifications)
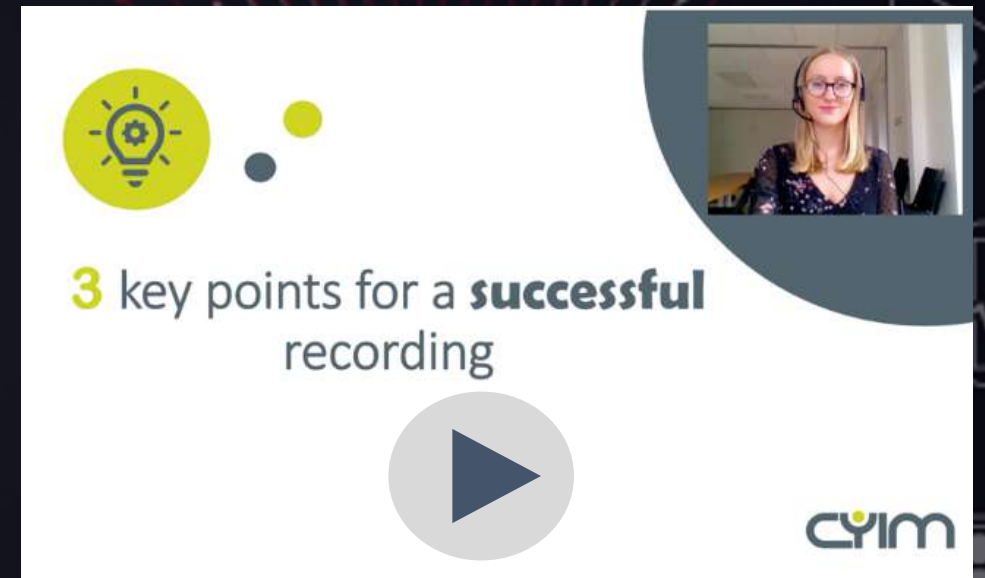
  During the rehearsal our technical team will explain the process and will check the equipment matches the requirements.

Please note that a maximum of 6 speakers/moderators can be displayed and talk at the same time during the panel live.

Your customised background

Your customised background

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

cyim

[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.

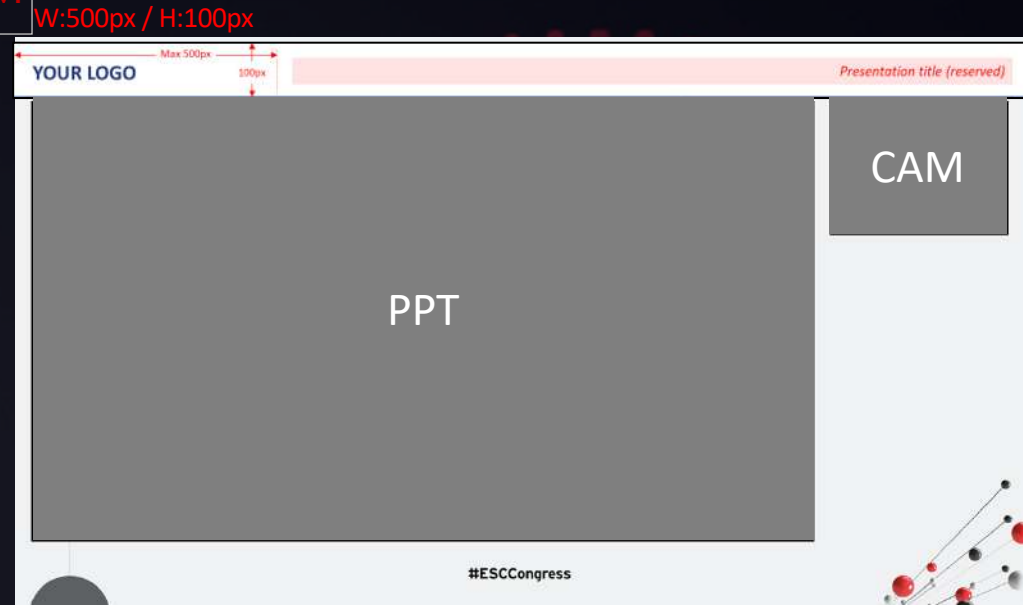*From the physical to the virtual preview !*

Customized Background
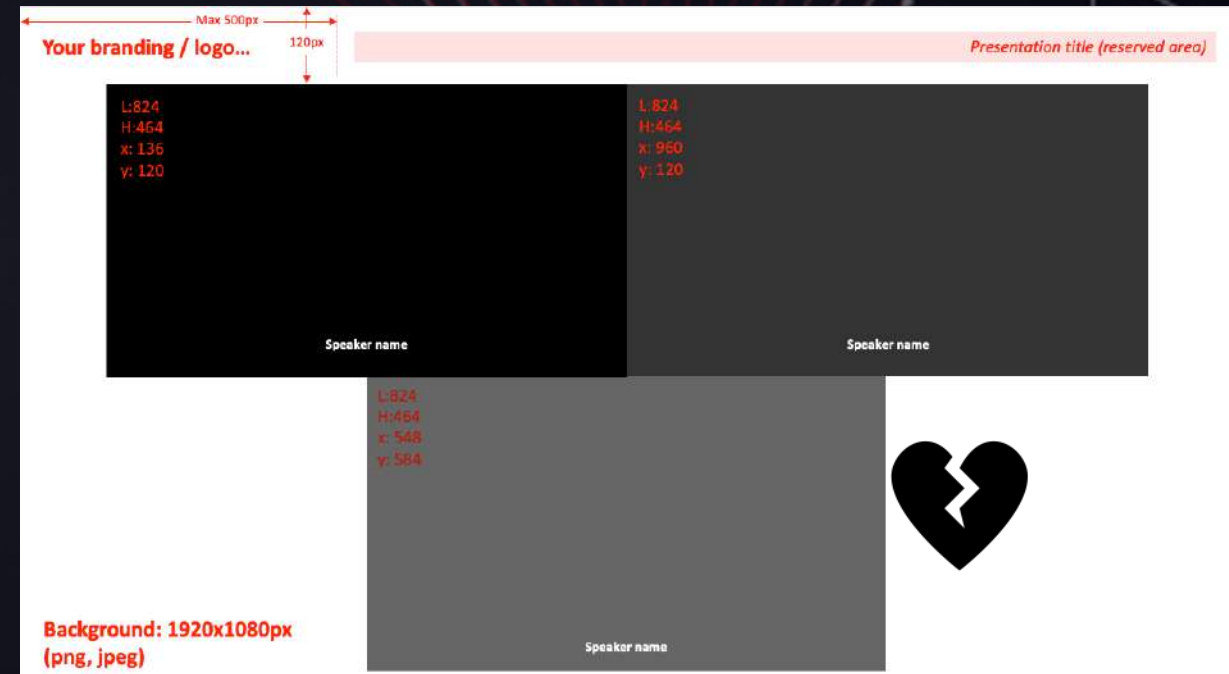
Refers only to Option 2
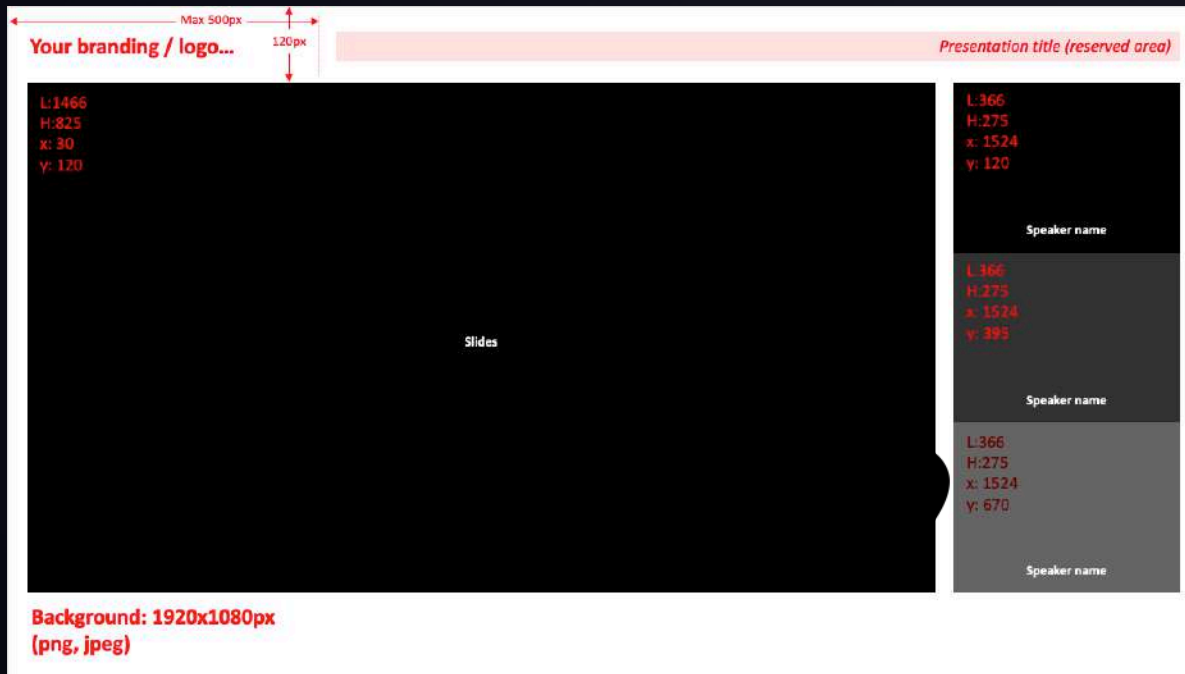
W:500px / H:100px

1. You can customize 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.

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.

Next Steps

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Next steps – contact with CYIM

+ **Book and confirm the recording options**

No matter the options chosen, each responsible of the industry will need to confirm the options to digitalhealthservices@escardio.org and congress@cyim.com by **November 13th, 2020**.

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

+ **Contact**

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