

## **ISSCR 2020 Virtual: Poster Presenter Question and Answer Guide**

A key part of your poster presentation is engaging and getting feedback from attendees. This guide will walk you through how you, as a poster presenter can, engage with attendees.

You have each been assigned to one of six poster sessions. Please see the day and time in the associated email. You can use this time zone converter to adjust to your local time. Poster Session attendees will be able to view your poster, listen to your audio (if applicable), and ask you questions during this session. You should be aware that attendees can leave questions for you throughout the entire meeting, not just during your session. You must be logged in and available to answer questions during your assigned poster sessions, but we also suggest that you log-in daily to check for and respond to questions.

Also of note, posters are visible to attendees from 23 June to 31 July.

Please read through this guide to learn how to log-in to the poster portal and interact with meeting attendees.

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### **Steps for Poster Presenters**

- 1. Use your poster portal log-in information to get to the Q & A screen.**

Your log-in information for the Q & A is the same link you used to upload your poster and will be re-sent to you in the email associated with this guide.

**EXAMPLE 2020 ISSCR Annual Meeting: Posters Site:**


**URL:** <https://www.conferenceharvester.com/harvester2/login.asp>

**Username:** test@isscr.org

**Password (Access Key):** U H Z W 5 2 3 2


- 2. Click on the Q & A button on your Poster Portal home screen.**

Each poster is associated with their own Q&A chat. When you log-in you will see your poster session time, title of your poster, and a notification if an attendee has messaged you. Click the blue button "Respond Now" to enter the Q&A system.




**EVENT INFORMATION**

More Information: [Website](#)  
 Location: Virtual Conference  
 June 23 - 27, 2020 (Tuesday - Saturday)  
[Contact the Event Organizer](#)




**YOUR PROFILE**

Liz Weislogel  
 Logins: 3  
[Log Out](#)




**POSTER Q & A SYSTEM** (use this section to interact with attendees)

Saturday, Jun 27, 22:00 - 23:59  
[TEST POSTER TITLE GOES HERE](#)  
 1 question received  
 There are no remaining questions to respond to and no action is needed.

**Respond Now** 

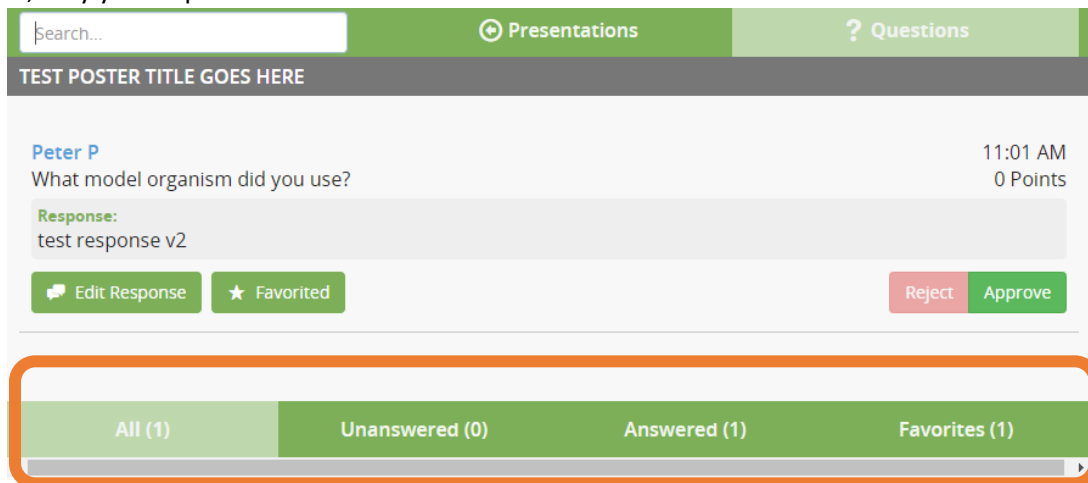
**Enter the  
Poster Q & A  
Here**



**TASKS** (you have 3 Tasks left to complete out of a total 4 assigned Tasks)

### 3. View and sort your questions.

The Q & A system has different tabs to help you sort your questions. Attendees will not see how you sort the questions, only your replies.



The screenshot shows a search bar at the top, followed by tabs for 'Presentations' and 'Questions'. Below the tabs is a question card for 'Peter P' asking 'What model organism did you use?'. The response is 'test response v2'. At the bottom of the card are buttons for 'Edit Response', 'Favorited', 'Reject', and 'Approve'. Below the question card is a navigation bar with four tabs: 'All (1)', 'Unanswered (0)', 'Answered (1)', and 'Favorites (1)'. The 'All (1)' tab is highlighted with an orange border.

**New questions** will be shown in the “All” and the “Unanswered” tabs

**Answered questions** will be automatically moved to the “All” and “Answered” tabs

**Favorited questions** will be marked with the green and white star button and moved into a separate folder. This could be used for people you want to follow up with or for frequently asked questions.

In the example, you can see that Perter P. asked a question and the poster presenter replied. This poster presenter selected the green and white star button to favorite this question, so it is viewable in the “All,” “Answered,” and “Favorites” tabs. Each of these tabs have one (1) question.

### 4. Answer your questions.

To answer a question, click on it and a pop-up will appear.

- Enter your reply in the text box.
- Leave the box unchecked so that everyone can see your replies as multiple attendees may have the same question and can learn from the discussion.
- Click the green “Mark Question Answered” button.

All attendees will be able to see the questions that are asked. Please answer all questions so everyone can see your responses.

Respond to Question

Question  
What model organism did you use?

Response  
test response v2

**Enter reply**

**Leave box unchecked**

Mark response private. Private responses are only available to the user that submitted the question.

Mark Question Answered

### 5. Extra notes about answering questions

**Rejecting questions** – Questions that are inappropriate or incomplete can be rejected with the pink “reject button.”

**Presentations button** – Please do not use this button. When you are done answering questions, please close the window.

**Points** – The ISSCR is not using points so you will not need this.

Search...

Presentations Questions

TEST POSTER TITLE GOES HERE

Peter P  
What model organism did you use?

Response:  
test response v2

Edit Response Favorited

Reject Approve

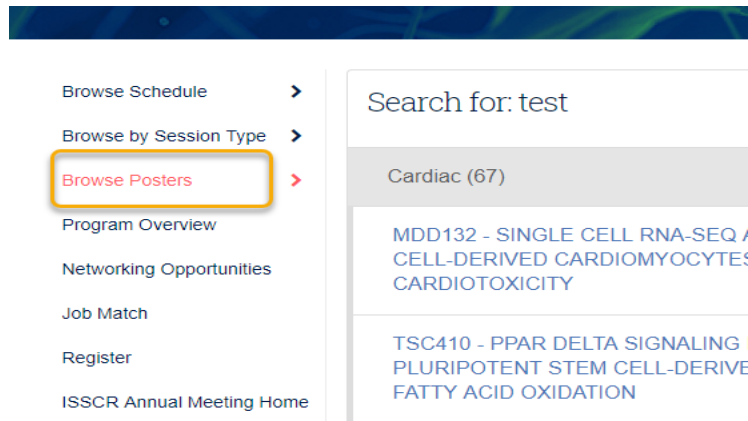
11:01 AM  
0 Points

All (1) Unanswered (0) Answered (1) Favorites (1)

### 6. How attendees can view your poster and ask questions

When the meeting begins the full schedule will have a tab called “view posters” this will allow attendees to search for posters by:

- Poster session
- Poster topic
- Poster title
- Poster presenter name



## 7. What the attendees see

When attendees click on a title of a poster from the search, a popup will come up with a button for the Q & A. Simply view another attendee's poster to experience this for yourself.

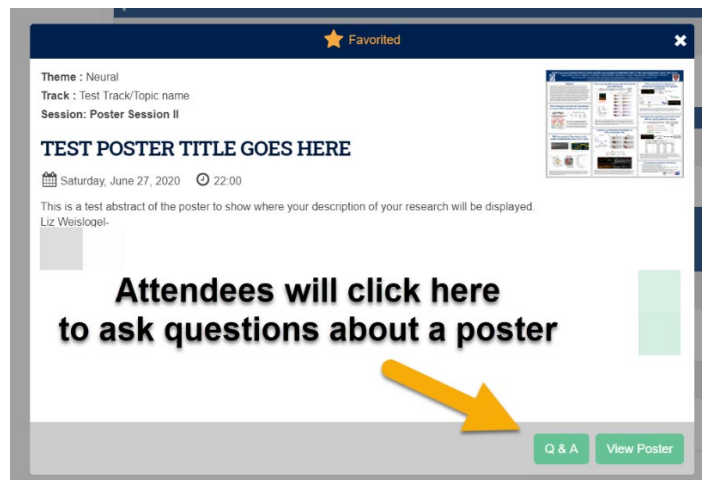
The poster pop-up will contain

- A button for the Q & A.
- A thumbnail of your poster PDF.
- A button to view your poster PDF.
- An audio icon (if you recorded audio).

Attendees will click "view poster" to open your poster PDF and listen to your audio (if applicable).

If you chose to add a hyperlink to your poster, it will be visible once an attendee clicks "view poster".

Attendees can zoom in or out to view the details of your poster with their mouse.



We hope that you enjoy presenting as part of the ISSCR 2020 Virtual Poster Presentation and that you are able to network with, and receive feedback from, meeting attendees. We encourage you to visit many posters and ask your fellow poster presenters questions about their work. You never know where inspiration for your next experiment might come from!