

# **Eg-ice 2021 - Hybrid workshop**

## **Instruction for in-person Participants, Presenters, and Chairs**

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Thank you for attending the eg-ice2021 workshop in person. There are certain hygiene rules we need to follow for a good organization of the workshop. One important requirement is that the in-person participants are tested or are vaccinated with at least 14 days past since the final dose of the vaccine. For testing:

- Each in-person attendee must arrange to test herself no earlier than 24 hours before the event - this is applicable for the first day - Wednesday, 30th June
- For Thursday and Friday, we organized a testing station. This will be available outside the venue at the end of the program on Wednesday and Thursday. Of course you can test yourself somewhere else, it is only important that you can provide us with a proof of a test that is no older than 24 hours at any time during the event.
- When you arrive on site, please sign your name to the attendees list.

*Most likely we will learn throughout the workshop and adjust processes as we go. We will announce any changes on Slack and also will update these instructions. Any suggestions for improvement are more than welcome. You find a dedicated channel on Slack to post your suggestions, but also can always contact us in person by Slack, email, or any other means.*

### **For in person participants:**

- There will be no printed material provided. You can of course print out the detail program and bring it with you if you want to have it this way. The Venue has internet connection and you can always access online the program;
- To ask questions you can use slack, or you can raise your hand during the q&a and an organizer will bring you a microphone.

### **For in-person presenters:**

- Please make sure you bring your presentation on a pendrive (USB stick). In the break before your session download the presentation on the presenting computer.
- The computer to be used for presentation will open pdf and ppt presentations
- Make sure you announce yourself on slack - some of the chairs will be present online, some will be in person - also mention on slack that you are in-person.

### **For in-person Chairs**

- You can access the program online, on your mobile phone
- You can also access slack using your mobile phone - please ask the participants to introduce themselves 15 min before the presentation time.
- The organizing team will be there to support you. If you have any questions, please contact the organizing team.
- As this is a hybrid event, some of the questions will be posted on slack, some of the questions will come from the in-person attendees.

If you have any questions, feel free to contact the organizers via Slack, Email, or any other means that you feel appropriate.

**Thank you again for helping!**