

ACP2021

OnAIR DELEGATE GUIDE

**21ST ANNUAL SCIENTIFIC MEETING OF
THE AUSTRALASIAN COLLEGE OF PHLEBOLOGY
28 - 30 AUGUST 2021**

ACP OnAIR Delegate guide

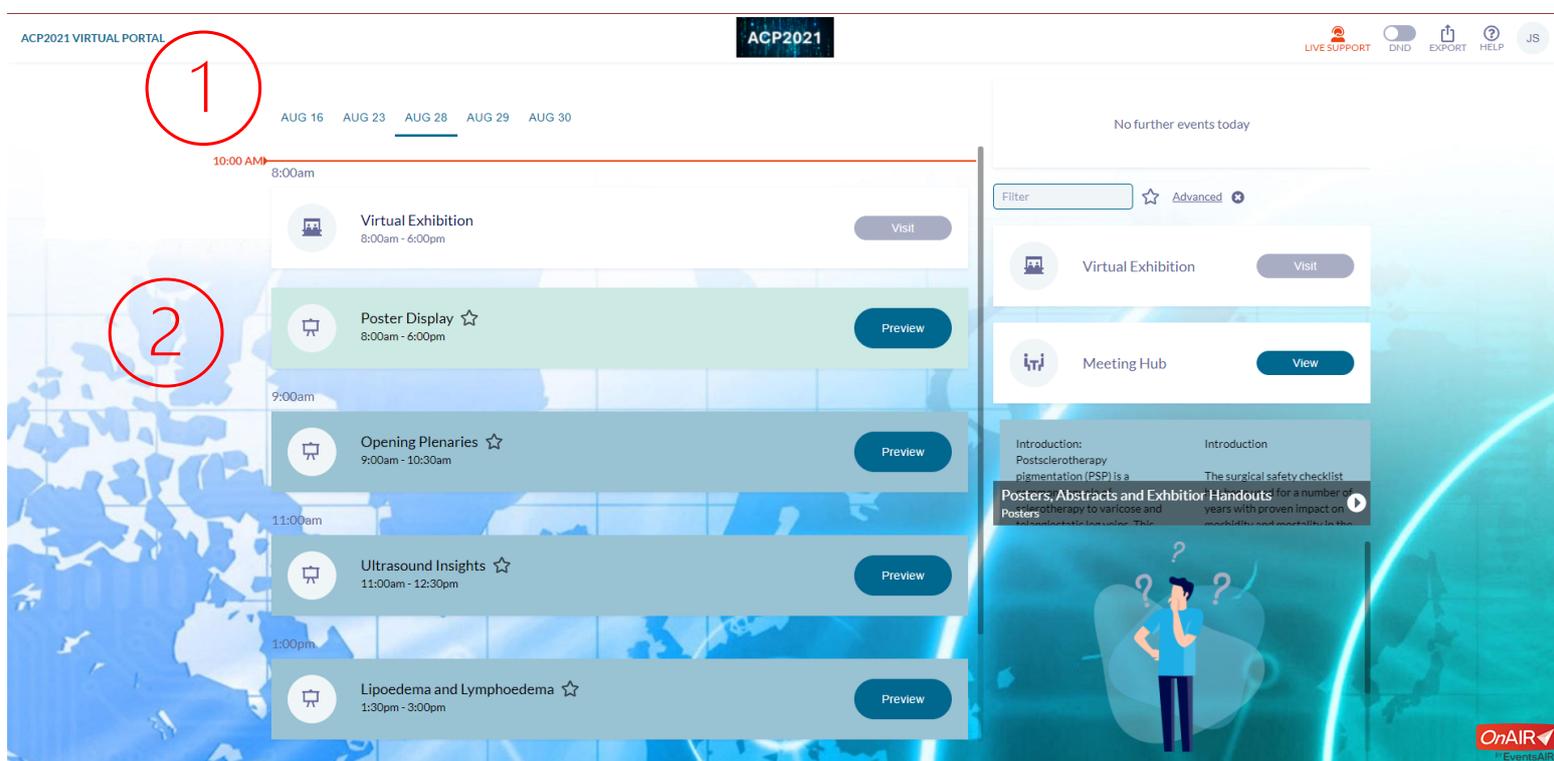
Step 1: Login in using your unique delegate link provided via email

Step 2: Connect using Google Chrome or Microsoft Edge – these are the supported browsers for this platform.



Step 3: After logging in you will be connected to the event landing page

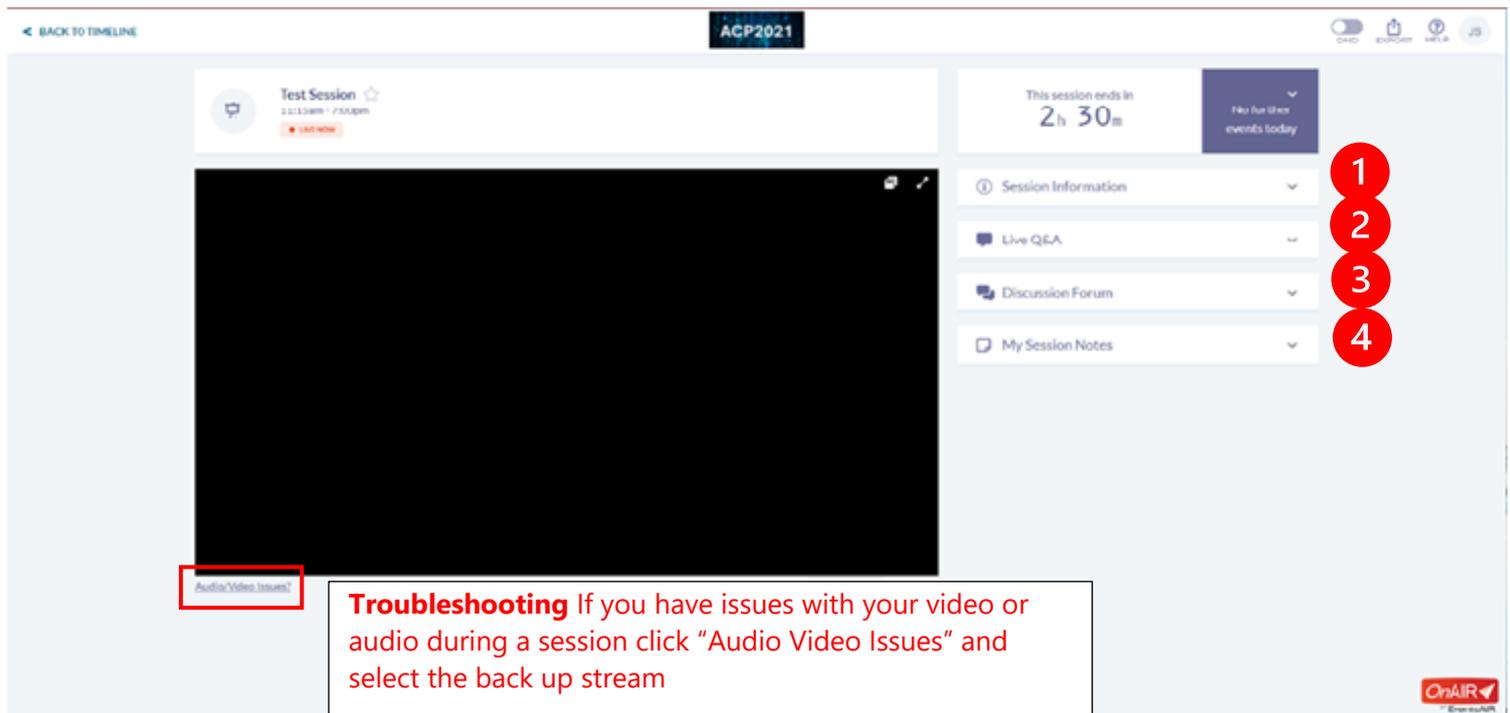
LANDING PAGE NAVIGATION



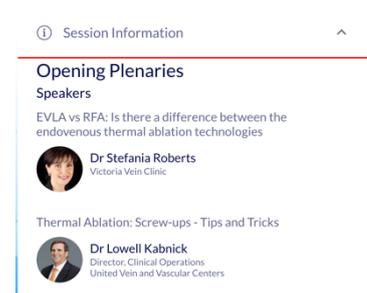
The screenshot shows the ACP2021 Virtual Portal interface. At the top left, the text 'ACP2021 VIRTUAL PORTAL' is visible. In the top center, there is a 'ACP2021' logo. On the top right, there are navigation links: 'LIVE SUPPORT', 'DND', 'EXPORT', 'HELP', and 'JS'. Below the top navigation, there is a date selector with tabs for 'AUG 16', 'AUG 23', 'AUG 28', 'AUG 29', and 'AUG 30'. A red circle with the number '1' highlights the date selector. Below the date selector, a timeline for '10:00 AM' is shown. The timeline lists several sessions: 'Virtual Exhibition' (8:00am - 6:00pm) with a 'Visit' button; 'Poster Display' (8:00am - 6:00pm) with a 'Preview' button; 'Opening Plenaries' (9:00am - 10:30am) with a 'Preview' button; 'Ultrasound Insights' (11:00am - 12:30pm) with a 'Preview' button; and 'Lipoedema and Lymphoedema' (1:30pm - 3:00pm) with a 'Preview' button. A red circle with the number '2' highlights the 'Poster Display' session. On the right side of the page, there is a sidebar with a search filter, a 'Virtual Exhibition' button, and a 'Meeting Hub' button. Below the sidebar, there is a video player showing a video titled 'Introduction: Postsclerotherapy pigmentation (PSP) is a...' and 'The surgical safety checklist...'. At the bottom right, there is an 'OnAIR EventsAIR' logo.

- 1. Calendar:** This is your calendar for scheduled events: From here you can select the day you wish to view and see what sessions are available
- 2. Timeline:** this is list of available sessions on your selected day: You will be able to select any session to preview before it begins. You will not be able to hear or see anything until the session start time.

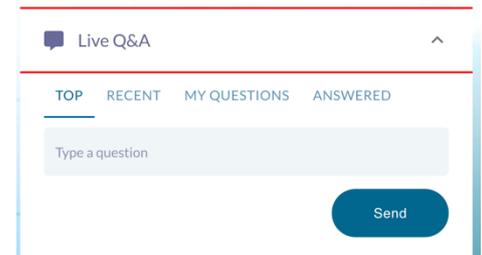
SESSION FEATURES AND USE



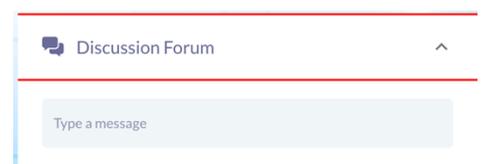
1. **Session information** – This option displays the session details, including all presenters



2. **Live Q&A** – this is where you can ask questions for the presenters during the Q/A segment for each session



3. **Discussion forum** – This is the event chat area for presenters and delegates for general communication via text during a session

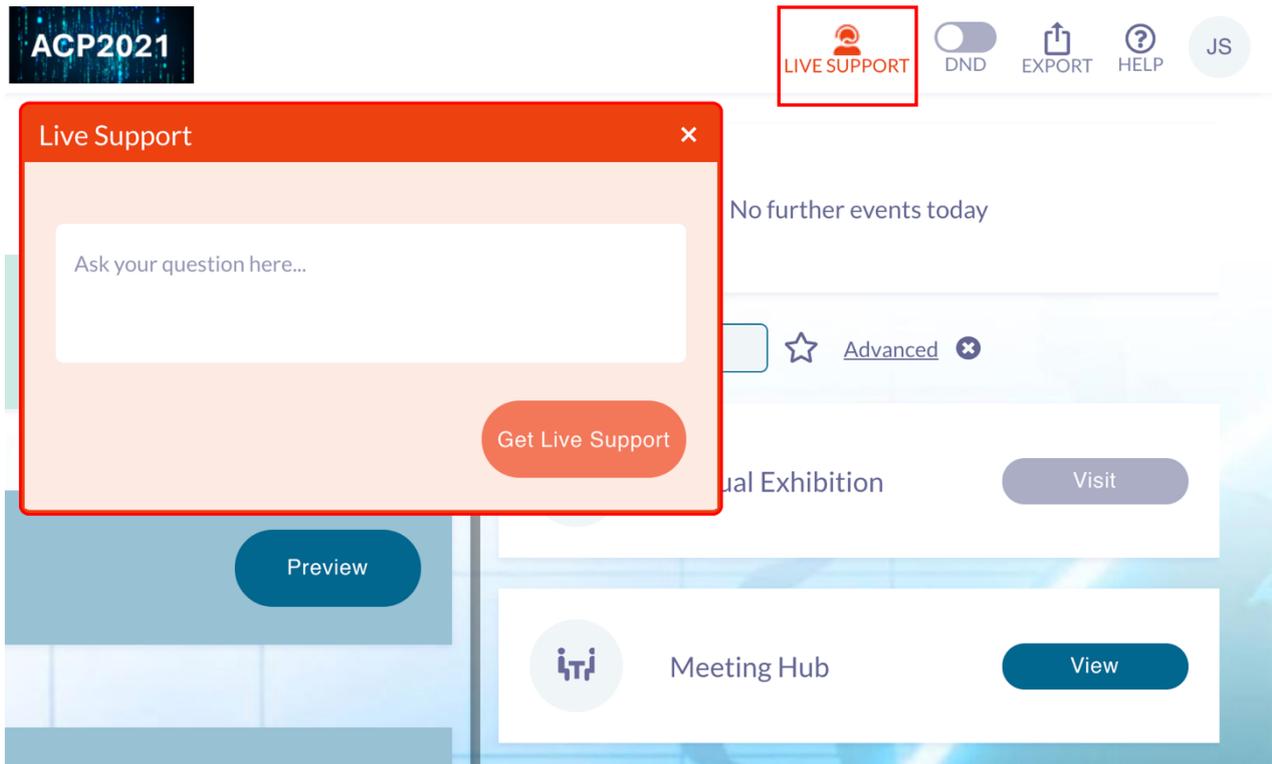


4. **Session Notes** - Here you can take personal notes during the live session.

REQUESTING LIVE SUPPORT

To request Live Support, return to the timeline and click the live support icon in the top right-hand corner of the platform.

You will be able to ask for help directly using the remote support chat.



INTRODUCTORY VIDEO

You can watch a welcome video on how to use the Virtual Congress Portal using the following [link](#)

