# Poster Presenter Guide to Virtual Meeting Platform

**Overview**

Poster presentations will be available on the meeting platform starting Saturday, May 1 at 7am EDT. All registered attendees can view your presentation from May1-June 30, even outside your session time. Poster presenters will have 3 designated times on the Schedule to engage with attendees.

**Starting on May 1**

- ✓ Monitor your messages and the chat box. Attendees may be viewing your presentation prior to your session time and may have questions. Your chat box is on the same page as your presentation/abstract and can found by navigating to Schedule>My Agenda.

**On your session day**

Two one-hour All Poster Sessions are scheduled each day. This is a time that attendees are encouraged to visit any poster from the poster sessions that are scheduled that day.

- ✓ If available, log into the meeting platform during one or both times to answer questions via chat or direct messaging.
- ✓ Add the All Poster Sessions to your agenda if you plan to be available.

**During your poster session time**

105-minute blocks have been set on the schedule for attendees to view poster presentations. Each poster session has an assigned date and time.

- ✓ If available, log into the meeting platform during this time to answer questions via chat or direct messaging.
- ✓ This is the only session that is automatically added to your agenda.

**After your session**

Chat and direct messaging will be available within the platform until it closes on June 30, 2021. We encourage to monitor your chat as well as your messages as you are able. Please note you will be notified of direct messages, but not of anything entered into the chat box.