



## SPEAKER INFORMATION FOR 48TH ANNUAL MEETING OF THE ARBEITSGEMEINSCHAFT DERMATOLOGISCHE FORSCHUNG FROM 23. - 26. FEBRUARY 2022

Dear speakers,

We are looking forward to your participation in the virtual ADF conference.

Below please find information for the virtual conference, the associated dress rehearsal and a request for your attendance.

Needless to say, any existing special arrangements will not be affected.

Contact:

Organization

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## 1. Upload your video-presentation

- Please upload your recorded presentation in mp4 format by 16.02.2022 at the latest.
- Please upload your video here: <https://tematechnologiemarketingag.wetransfer.com/>
  - Click
  - Drag in the video
  - Enter your own e-mail address on the left
  - Enter confirmation code, which will be sent by e-mail
- The file name of your presentation must correspond to the following formatting:
  - Lecture date\_Lecture time\_Title\_Speaker (only beginning of title)
  - e.G. 210304\_1354\_OP01\_02\_Interferon Unresponsive\_Ruotsalainen.mp4

## 2. Join the Congress

Before the congress, you will receive the access-data to the virtual platform. There you can enter the lecture room (ClickMeeting). Please enter the room at least 20 minutes before your slot starts. When your presentation video has end, you will be given the right to activate your microphone and webcam after the presentation of the video to participate in the Q&A session.

You will be given full speaker functions at the beginning of the Q&A. In order to participate, you will need the following:

- A computer/laptop
- A headset (a microphone can also be used)
- A webcam
- We recommend a LAN internet connection of at least 5mbit
- Browser: Google Chrome or Firefox

Please use the following link to book your ClickMeeting test run appointment:

<https://adf.termin-direkt.de/public/>.

It is highly recommended to join the test in order to get familiar to ClickMeeting and the program procedure.

### **Recording**

The event will be recorded and possibly published. Please talk to us or contact us in advance if you do not agree with this. This can be done in an informal e-mail. In this case, your presentation would therefore be stored solely for future publication.

We would like to thank you once again for your support. We are sure that together we will organise a successful event and we are very much looking forward to welcoming you soon online to the 48th Annual Meeting of the Working Group of Dermatological Research.

Kind regards,

Marius Jacobs  
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Event Organizer

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