Moderator Preparation
You will be sent a zoom link prior to the live date and will be entered into the green room (aka meeting lobby).

After you enter the lobby, you will be met by a technician who will check your audio and video and then move you to your virtual session room with the speakers and moderators for your session.
Instructions – Live Day

1. Log into the Zoom Meeting 30 minutes in advance of your session.
2. The link will be emailed to you a few days in advance of the meeting.
3. A Virtual Technician and ASHG staff member will meet you in the “green room/lobby” to check your audio and internet connectivity speed.
4. Your screen name includes both your first and last name. You will need to know your session I.D. and program number.
5. After being greeted, you will be moved to your session room with the speakers and moderators in your session.
Inside Your Virtual Session Room

1. Familiarize yourself with the platform.
2. Test audio, video stream quality with your technician.
3. You technician will prepare you for the Q&A portion during the playback of your pre-recorded talk.
4. Once the live Q&A begins, use the Zoom chat function for private conversations with the moderator or other speakers.
5. At the conclusion of the session, you will be moved back to the Green Room and can then leave the session at your leisure.
When first accessing the moderator link, you will be required to create a Slido account (if you do not have one). There are two columns on the main moderator page:

1. an approval queue on the left and
2. audience questions on the right
Hovering your mouse over each question in the approval column, allows for additional icons to appear to approve or reject questions.

You can choose to ‘star’ questions you feel are exceptional or discard questions after they are addressed. The most popular questions will appear in the Live column (if audience voting is enabled).

The questions listed on the right are viewable to the audience. When hovering the mouse over these questions, a set of icons appear that allow the moderator to mark the question as answered or to highlight a question.

We suggested moderators highlight questions when they are being answered by the speaker.
Welcome to the ASHG 2021 Virtual Meeting. Thank you for joining us and thank you to the Program Committee. You are attending “xx session (say title).”

- **Plenary/Platform Session Only**: Each speaker will give their presentation followed by a 5-minute Q&A. Questions can be submitted through the Q&A box.

- **Invited Sessions Only**: Each speaker will give their presentation one after the other. The Q&A for all speakers will be at the end of the session. Questions can be submitted through the Q&A box.

- At end, thank the speakers and audience and remind them to continue the conversation by using the networking tool for interactive video chat rooms.
Attendee View

LIVEstream Demo

Ended Feb 24th at 11:00 AM CST

Demo Video Playback

WATCH AGAIN
Attendee Experience During Q&A

- Attendees can submit questions using the Q&A Widget (see image to the right). Attendees can type in their question under “ask the speaker.”
- Although all submitted questions will display, not all questions will be answered.
- The moderators will select questions and try to get to as many as possible during the allotted time.
- Attendees can also vote for questions (details to come later)
Questions?
programs@ashg.org