

SLE 2020: Guidelines for participants

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1) Participants in synchronous workshops and asynchronous workshops

Synchronous workshops will be held online as video conferences (using Zoom or a similar tool). The link or the log in will be available in the SLE Members' Area [Interaction](#) before the conference starts. To join the meeting, please use the link to the corresponding workshop. It will be available during the conference.

For asynchronous workshops, only online discussions (10 min. slots) will be organized. To join the meeting, please use the link to the corresponding workshop in the SLE Members' Area [Interaction](#). It will be available during the conference. Participants in offline workshops are expected to upload their video presentations (max. 20 min.) and/or other materials (slides, extended abstracts, etc.) to the OSF platform before 20 August. Instructions for uploading videos are indicated in the [tutorial](#), step 4, page 5.

2) Participants in general sessions and poster sessions

The presentation of these sessions will be entirely asynchronous. Authors of general session papers are expected to upload their video presentations and/or other materials (slides, extended abstracts, etc.) to the OSF platform before 20 August. The maximal extension of video presentation is 20 minutes. This material should be uploaded to the OSF platform before 20 August. Instructions for uploading videos are indicated in the [tutorial](#), step 4, page 5. The time slots (10 min.) indicated in the schedule refer to discussion.

Discussions will be held as video conferences in Zoom: "Zoom meetings", created by SLE. Participants will find the link in the SLE Members' Area [Interaction](#) during the conference.

2.1. How will it work?

Authors upload their presentation to the OSF Platform and they are present at the session of three papers that has been allocated to them in the schedule. Authors will be asked to present the conclusions of their research in 2 minutes, after which they will receive questions from conference participants interested in their papers or posters. The discussion of the three 10 min. slots will be moderated by a moderator.

2.2. Feedback

There are several ways of receiving feedback. In addition to the synchronous questions from participants who previously looked at their videos or other material uploaded to the OSF Platform. Questions will be asked during the “discussion time” of individual authors indicated in the schedule. Additionally, participants with an OSF account can leave comments on the presentations in the OSF environment. Authors can reply to these comments and/or bring them in their discussion time.

2.3. How to create a video presentation

Recent computers (Windows 8+) have integrated cameras, so you will not need any special equipment. Some instructions concerning video recording can be found here:

[How to Take Photos and Record Videos With Your Computer’s Webcam](#)

[Using Camera on Laptop to Record Yourself Teaching](#)

and for Windows 7:

[How To Record Video On Laptop Windows 7](#)

In any case, please record your video and save it in a commonly used format, such as .wmv, .avi, .mov, etc, so that participants interested in your paper can easily open it. Please check the final result and upload your video to the OSF platform. The deadline for uploading videos to OSF is 20 August. Instructions for uploading videos are indicated in the [tutorial](#), step 4, page 5.

3) Attendees

3.1. Attendees of workshops

SLE participants interested in individual workshops can join them by using the link that will be available in the Members’ Area during the conference [Interaction](#).

3.1. Attendees of general session papers and posters

Your role as an attendee is very important since your feedback to the authors of general session papers and posters will help them advance their research. To join the discussion of individual papers or posters, you are invited to watch in advance the videos or other material provided by the author in his/her OSF space (to see it, please click on the corresponding link in the schedule) and to prepare your question(s). During the author’s discussion time in the corresponding Zoom meeting, you are invited to make a sign to the moderator, either by raising your virtual hand, or by typing it in the “Zoom chat” function. Your typed question should be prefixed by QUESTION. The link to the Zoom meeting will be available in the Members’ Area [Interaction](#) during the conference.

Further information will follow soon.