

GUIDE

to the technical possibilities and online formats
during the conference B/ORDERING CULTURES



If I participate online

...one day before the conference (6.10.2020) I will receive an e-mail with a link to the program items that will be transmitted online. For this I have to be registered for the conference via the conference website (borderingcultures.org/registration).

If I give my presentation online

...I make arrangements with the organizers of my panel about the timing and the technical implementation via video conferencing tool. The panel organizers (with the support of the organizing team on site) take care of the implementation at the conference location.

If I am organizing a panel and cannot travel

...I will appoint a person to moderate the panel and, in consultation with the conference team, to take over the technical implementation at the conference venue. I make arrangements within my panel about the format, the order of the presentations and further details of the internal organization. I will receive the link for online participation by e-mail one day before the conference (6.10.2020). For this I need to be registered for the conference via the conference website (borderingcultures.org/registration).

If I am moderating a panel, in which there will be online presentations AND face-to-face presentations

...I take over the moderation on site and in agreement with the conference team the technical implementation at the conference location. Via videoconferencing I am in exchange with the online speakers. I take the questions from the audience on site and communicate them to the online participants and thus serve as an interface between the online speakers in the video conference and the guests who are in the lecture hall. Presenters on site can then give their presentation in front of the camera/computer, so that the participants of the video conference can also see and hear it. Online participants can ask their questions via the video conference, which is transmitted on the screen in the lecture hall.

Presentations for the on-site lectures must either be sent to the panel organizers in advance or be brought along on a USB stick. The online speakers can use the "share screen" function to present their presentation slides to the participants in the video conference and in the lecture hall.