

# TECHNICAL PRE-REQUISITES FOR THE PLATFORM

For correct function of the online Conference platform please follow the minimum system requirements:

- 
➤ **Microsoft Windows or Mac OS** based device
- 
➤ **Latest Google Chrome, Microsoft Edge, Vivaldi or Apple Safari** internet browsers
  - Other browsers **are not fully supported** (e.g., Mozilla Firefox, Opera)
- 
➤ **Stable Internet connection** (minimum 10/10Mbps)



# LOGIN

## To login for the Virtual Conference Platform:

- Please visit the **Virtual Conference Platform** website

<https://woncaeurope2022.gcon.me/page/home>



### LOGIN

- Click on the **User Login link** in the top right corner of the page
- On your first login attempt the site will ask you to provide **your e-mail address**

- the e-mail address you are registered with

- **Your password** will be automatically sent to your address

- it is coming from the e-mail address [info@gcon.me](mailto:info@gcon.me)



Please note the Conference virtual platform will be accessible  
for the participants from June 24, 2022

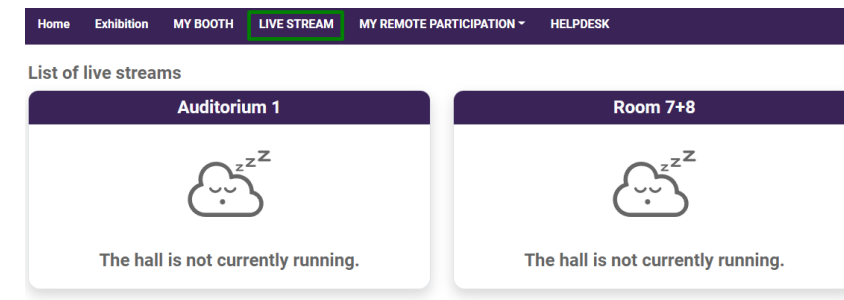


## LIVE STREAM and Q&A

To attend the running sessions, you can find the list of HALLS under the „Live Stream“ button.



- Under the „LIVE STREAM“ button there will be all **13 Virtual Rooms** available according to the programme
- Here you can find your desired sessions/halls. **The list of running sessions** will be presented to you
- Once you click on the desired room, you enter the **LIVE STREAM**



Q&A: While attending the live stream of the Congress participants have the option to raise their questions



- **Questions** can be put via chat box for the currently running presentation. It is opened during each session.



## MANAGING YOUR ACCOUNT/ PERSONAL PAGE

We also encourage all the participants to change their account info and personal description:

- You can add & change your personal data, description (bio) and social sites in the right upper corner under your „**name**” menu



- Click on „**Personal page**”
- Here you can manage your **personal data** (e.g., profile picture, phone number, e-mail)
  - Don't forget to save your changes by green „**Save changes**” button



# NETWORKING

The networking feature enables you to connect with any participant of the congress through our secure platform, the same way as it allows everyone to connect with you

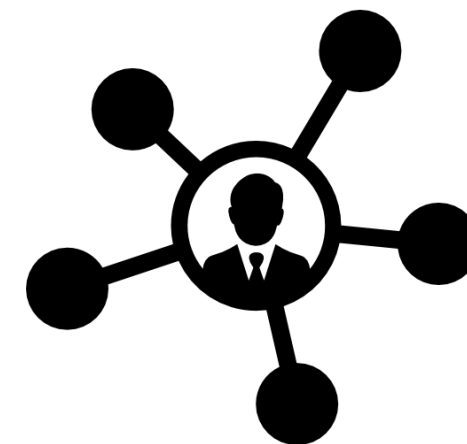
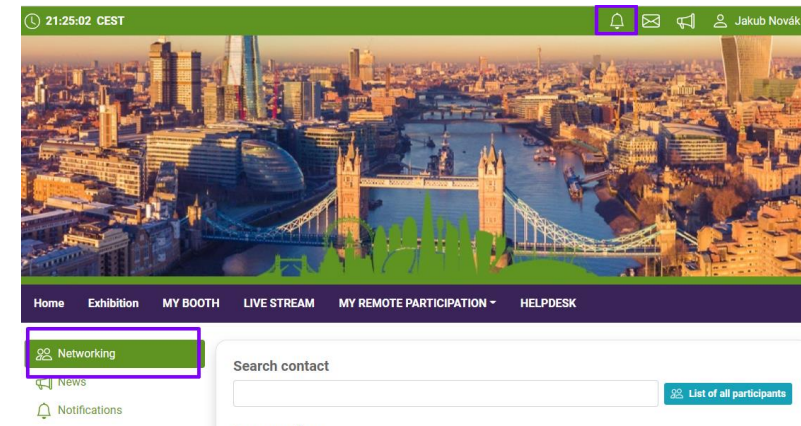
- It is up to the contacted persons to decide if they want **to network with you**
- No contact detail or personal information is shared between the two sides and the communication is managed only through the virtual platform



- Networking is entered by clicking the **LETTER** icon next to your profile

## Contacting someone

- In the networking page, please enter the name or better select your desired contact from the list and compose your message to them
- Reply to message/ongoing networking





# HELPDESK

In case you face technical difficulties and need support from our technical team, please contact us through the Helpdesk menu.



- Here you can find links to download **system manuals** or use the **chat option** to communicate directly with our support
- Type your message to the chat box and click send, this will add your chat in to our support queue and one of our agents will reply to you as soon as possible
- You can leave the chat and return to it at any time, it will stay saved for you.
- You can have the chat open in separate browser window while still watching the live stream or visiting other part of the online event.
- The **Helpdesk operating hours** will be posted soon under **INFO** helpdesk folder

