



# **Virtual Attendee Guide**

# Welcome to SRCD21!

This guide will provide you with all you need to know to have a productive, engaging, and enriching experience at the first virtual SRCD Biennial Meeting on April 7-9, 2021, as well as the pre-conferences on April 6, 2021. For quick reference, the table of contents can be used to jump into specific sections.

#### Who do I contact if I need help during the conference?

If you run into any issues during the conference, there are support staff on stand-by to help you.

For technical help within the vFairs Platform	Send an email to <u>srcd21biennial@getvfairs.io</u> . If you forget this email, don't worry! It's also listed at the top right corner of most rooms in the platform.
For technical help within the Poster Gallery	Send an email to <a href="mailto-support@ipostersessions.com">support@ipostersessions.com</a> .
For questions about the Biennial Program	<ul> <li>Send an email to programoffice@srcd.org.</li> <li>Start a chat with an SRCD staff member at the Help Desk or the SRCD Exhibit Booth.</li> </ul>
To report a concerning incident	<ul> <li>Click the "Discuss a Concerning Incident" banner in the Lobby or Help Desk.</li> <li>Send an email to <u>ombuds@srcd.org</u>.</li> <li>Call (949) 293-7515.</li> </ul>

#### REMINDER

All times indicated in the virtual platform are Eastern Daylight Time (EDT).

TIME ZONE CONVERTER





## Your Quick Reference to the Attendee Guide

Accessing the Event	3
Building Your Schedule	3
Code of Conduct	3
What is an Ombuds?	4
About the Ombuds, Kathleen H. Canul	4
Reporting an Incident to the Ombuds	4
Ombuds Availability	5
Where to Find Presentations	5
Navigating the Platform	5
Live & Pre-Recorded Presentations	6
Poster Presentations	6
Pre-Conferences	6
Live & Pre-Recorded Presentations	6
How to Navigate	6
Watching Presentations	6
Live Sessions	7
Pre-Recorded Presentations	7
Zoom Guidance	7
Poster Presentations	7
How to Navigate	8
Exhibit Hall	8
Scheduled Chats with Exhibitors	9
Virtual Briefcase	9
Networking Opportunities	9
Networking Lounge	9
Committee Lounge	9
Caucus Lounge	9
Student and Early Career (SECC) Lounge	9
Attendees	.10
Chatrooms	.10





## Accessing the Event

You will receive an email from Society for Research in Child Development (<u>programoffice@srcd.org</u>) with instructions on how to log in to the platform for the virtual Biennial ahead of the event. The email will provide you with your user ID and clearly identify the process for logging in to gain access to the platform. If you run into any issues, please contact <u>programoffice@srcd.org</u>.

# **Building Your Schedule**

Prior to the meeting, you can flag events of interest by adding them to your personal schedule through the <u>SRCD 2021 Online Program</u>. You can download your personal schedule to a Google calendar, iCalendar, or Outlook calendar to easily reference during the meeting.

#### To create a personal schedule:

- 1. Go to the online program, then select the (f) icon in the upper-right corner to sign in.
- 2. Once you've signed in, click into the session or special event you'd like to add to your personal schedule and select the Add to Personal Schedule button found above the event title.

#### A NOTE ABOUT YOUR SRCD ACCOUNT

The online program is available for all to browse, but to create a personal schedule, you MUST sign into your SRCD account using the email address (or username) and password associated with your account.

To reset your password or create a new account, go to **my.srcd.org/sign-in**. If you are not sure whether you have an SRCD account, you can verify by entering your email address at **my.srcd.org/Account-Activation**. You will receive a confirmation email that will direct you to finish updating your account. Note: If you had an SRCD membership in the past, try previous email addresses you may have had (i.e. emails from past affiliations, emails used as a student, etc.).

## **Code of Conduct**

All attendees of SRCD21 are required to confirm they have read and accept the event's code of conduct when they first enter the virtual platform. Attendees who do not follow the Code of Conduct will be subject to removal from the virtual platform and their access revoked. <u>Read the full Code of Conduct for SRCD Events</u>.







#### What is an Ombuds?

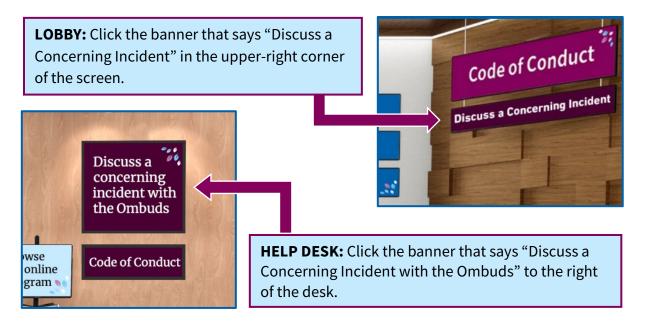
The ombuds is available to listen to any concerns you may have regarding unwelcome behavior, including incidents and allegations of harassment. They will listen objectively, discuss options, and offer guidance on whatever you may be facing and, when appropriate, direct you to other resources available to you as participants of this meeting. All communications with the ombuds are confidential except when there is an imminent concern for safety.

### About the Ombuds, Kathleen H. Canul

**Kathleen H. Canul** is the Director of Ombuds Services at the University of California, Los Angeles (UCLA) where she addresses concerns across this large and diverse public institution via alternative dispute resolution strategies. She is also an international ombuds consultant for the Global Green Growth Institute (GGGI), an inter-governmental organization combating climate change. For over 20 years, Kathleen has conducted workshops on diversity and provided continuing education courses on enhancing respect and managing bullying and harassment in the workplace, specifically addressing the experiences of women, BIPOC and the LGBTQ community. She is a certified mediator and a member of the International Ombudsman Association (IOA). She is bilingual and speaks Spanish fluently.

#### **Reporting an Incident to the Ombuds**

If you witness or are involved in a concerning incident during any of the presentations, live Q&A sessions, or lounge chatrooms, you have several avenues to report it to the SRCD21 Ombuds who will assist in the situation. Ombuds services are being provided throughout the SRCD Biennial meeting to provide a fair, equitable, respectful, and harassment-free environment for all.



After selecting one of these banners, you will be redirected to a private and confidential chatroom with the SRCD Ombuds, **Kathy Canul**. You can also contact our ombuds service via email at <u>ombuds@srcd.org</u> or by phone by calling (949) 293-7515.





#### **Ombuds Availability**

The Ombuds' office hours\* during the Biennial (April 6-9, 2021) are:

- 9:00am 11:00am (EDT)
- 1:00pm 3:00pm (EDT)
- 7:00pm 8:00pm (EDT)

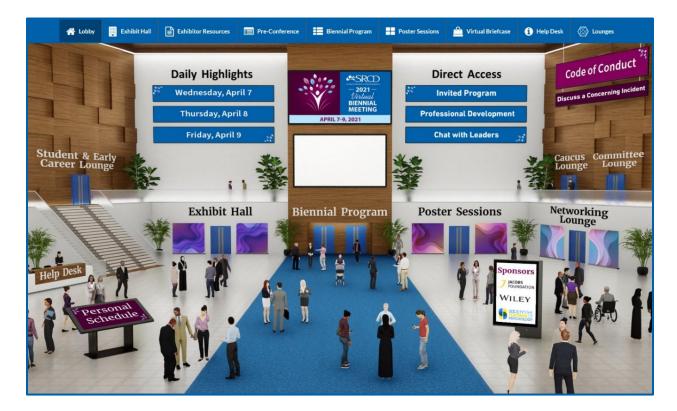
\* Other times may be available by request, but please note that Kathy is in the **Pacific Daylight** time zone (PDT).

The ombudsperson will also be **available by phone and email through April 30, 2021** to discuss Biennialrelated incidents.

## Where to Find Presentations

#### **Navigating the Platform**

Once inside the virtual platform, you'll be able to explore all that the meeting has to offer by using the links in the lobby or the top navigation bar. Click on the banners to view Daily Highlights, visit the Lounges, access your personal schedule, go to the Help Desk, and more!







### **Live & Pre-Recorded Presentations**

Both live and pre-recorded presentations will be hosted in the Auditorium. To access them, simply click on "Biennial Program" in the top navigation bar or lobby. More information on how to navigate talks in the auditorium is provided in the "Live & Pre-Recorded Presentations" section below.

#### **Pre-Conferences**

### **Poster Presentations**

Poster presentations will be hosted in an iPosterSessions Gallery. To access them, simply click on "Poster Sessions" in the top navigation bar or lobby. More information on how to navigate posters in this gallery is provided in the "Poster Presentations" section below.

Access all pre-conferences by clicking on "Pre-Conferences" in the top navigation bar or "Biennial Program" in the lobby.

## Live & Pre-Recorded Presentations

Clicking on "Biennial Program" in the top navigation bar or lobby will bring you to the Auditorium. Click on the screen to view all live sessions and pre-recorded presentations. Presentations will be listed in order by date and scheduled presentation time. Don't worry if you can't make it to every presentation of interest. **Recordings will be available in the platform less than 24 hours after the presentation and for 30 days after the meeting concludes.** 

#### **How to Navigate**

When you click the presentation screen in the Auditorium, you will see *All SRCD21 Sessions*. To filter through the program, match your interest to the topics in the "Select Panel" dropdown menu and sub-topics that appear in the blue bar under the dropdown menu, when applicable. If you know the title or name of a presenter in the panel you're interested in, type them into the search bar

Special Events			
Wednesday, April 7	Thursday, April 8	Friday, April 9	
Q			
APRIL 7 <sup>TH</sup>			
APRIL /			
	ng Chat with Leader	rs	Wed, April 07, 8:45 AM (EDT)

located beneath the list of sub-topic areas. Simply scroll through the list to find the session or presentation you're interested in.

### **Watching Presentations**

Once you've found your presentation of interest, you'll see a countdown to the start time to the right of the title in green. When the countdown has reached zero, a purple "Join" button will appear. Click the button to join the live session or watch the video.

APRIL 6 <sup>TH</sup>	
Welcome and Open House! Come Explore the SRCD 2021 Virtual Biennial	Join
View Abstract	





APRIL 7-9, 2021

#### **Live Sessions**

BIENNIAL MEETING

There are a few live sessions scheduled that can be viewed by clicking the purple "Join" button. You will be able to join the session through the Zoom app or through your web browser 3 minutes before the scheduled start time. Once in, you'll have the opportunity to enter questions in the Q&A box and participate in the session.

#### **Pre-Recorded Presentations**

A majority of SRCD presentations have been pre-recorded. Pre-recorded talks will be open to join 3 minutes before the scheduled start time, and will begin on time, so be sure to plan accordingly. You will need to click the purple "Join" button to view the presentation. The chat box will be closed while a video is playing. Questions may be asked during the Q&A session that will begin when the video has ended.

REMINDER

All times indicated in the virtual platform are Eastern Daylight Time (EDT).

TIME ZONE CONVERTER

The Q&A session that follows each pre-recorded

presentation is available as a live session. To enter the live Q&A session, click the "Join" button that appears at the conclusion of the recording. You will be instructed to exit the video and enter the Zoom meeting. The "Join" button will appear before the video has ended so that the session speakers can enter early.

Pre-recorded talks will be available at their scheduled time and will be viewable on demand afterwards. You will access the recording by clicking the "Play" button. **Reminder:** If you miss a session or would like to view a presentation more than once, the recording will also be available for 30 days after the meeting concludes.

#### **Zoom Guidance**

Live sessions, live Q&A sessions, and networking events will be held using Zoom. Any time you click on a "Join" link in the program or enter a Zoom meeting or webinar, you will be able to join via the Zoom app if you have it downloaded, or through your browser by clicking the "Join from Browser" link.

## **Poster Presentations**

Clicking on "Poster Sessions" in the top navigation bar or lobby will bring you to the iPosterSessions Gallery, where all poster presentations are housed. **All information in this gallery will be available on-demand for the duration of the meeting and for 30 days after the meeting ends.** Take advantage of this by viewing posters ahead of their scheduled time, so you can return during each presentation's time to participate in the Q&A.

Poster presenters will be available to discuss their research through either a Chat button or Live Session button if they chose to set one up. Keep in mind you'll also have the opportunity to send them a message using the "Contact Author" button.





# Virtual Attendee Guide

#### **How to Navigate**

Once in the iPosterSessions Gallery, you'll be able to find the posters of interest by using the available filters for Panel, Topic Area, Session, and Time. You may also do a keyword search, such as author name or title, in the search bar.

Society for Research		irtual BIENNI	AL MEETING
		APRIL 7-9, 2021	
questions sent through a LIVE chat		e posters by Poster Session to display only the p VE SESSION" Enter your name and email addre ssion for that poster.	osters in that session (all times are EDT).
Cari Gillen-O'Neel (MIS)ALIGNMENT BETWEEN WHITE	C. Alice Hahn (UN)COMMON SPACE IN INFANT	Roxanne Guyon "I WOULD HAVE LIKED TO BE BETTER	Janna McClain 'TEACHERS GET FEISTY': PERSPECTIVES

## Exhibit Hall

The Exhibit Hall (available by clicking "Exhibit Hall" in the top navigation bar or lobby) hosts booths for publishers and other organizations pertaining to research that would be of interest to conference attendees.

When you visit the Exhibit Hall, you will be able to:

- 1. **Select a booth to visit** by clicking on the booth above its label, or by reviewing the Exhibitor Index on the lower left of the screen.
- 2. Chat with the exhibitor booth representatives (if applicable) using the booth chat feature. You can engage in the booth group chat, chat one-to-one with a booth representative, or even schedule a time to return and chat later in the meeting.
- 3. **Fill up your "virtual briefcase"** with information from the exhibitors by selecting content of interest. See the "Virtual Briefcase" section below for how to retrieve the saved content.









#### **Scheduled Chats with Exhibitors**

The Exhibit Hall will be open throughout the meeting, and you can schedule chats with exhibiting companies if they have activated the "Reserve a Chat Slot" feature in their booth. When it is time to join your chat or meeting, you can meet the exhibitor by going to the Exhibit Hall, selecting the company booth of the representative you are scheduled to speak with, and clicking into the chatroom section of the booth.

### **Virtual Briefcase**

The virtual briefcase allows you to collect documents you've downloaded from booths. Documents saved in your "briefcase" can be downloaded and/or e-mailed at your leisure.

## **Networking Opportunities**

Looking for a way to catch up with friends and colleagues like you would at an in-person Biennial? We've got you covered! There are lots of opportunities and specific programming dedicated to networking with other SRCD attendees. Be sure to stop by the Networking Lounge, the Caucus Lounge, the Committee Lounge, and the Student and Early Career (SECC) Lounge (available by clicking "Lounges" in the top navigation bar or the lobby) for unique sessions and specialized events.



The Networking Lounge is a place to join the Central Chatroom to connect with other attendees via messaging or a video meeting. Schedule your own meet-ups with colleagues and friends. We only wish we could provide the coffee!

#### **Committee Lounge**

Visit the Committee Lounge to learn more about and provide input into SRCD Committees. Join the chatrooms to meet with others on your committee or those interested in talking informally about the work of a committee. You can also view and access the schedule for committee Meet and Greet events. Please join these events to learn more about how to get involved with SRCD!



### **Caucus Lounge**

Visit the Caucus Lounge to both view and access the daily schedule of Caucus-sponsored programming, open to all. Chatrooms are also available here for SRCD's caucuses: Asian Caucus, Black Caucus, Latinx Caucus, and SOGIE Caucus.

## Student and Early Career (SECC) Lounge

Visit the SECC Lounge to connect with other graduate students and early career researchers in their Chatroom. You will also be able to both view and access the daily schedule of SECC Conversations on a variety of topics, open to all. Make sure to see which scholars won the 2021 Student Poster Competition as well as utilize a direct link to university resources in the Exhibit Hall.





# Virtual Attendee Guide

#### **Attendees**

Find who else is at SRCD21 by clicking on "Search Attendees" in the top navigation bar.

#### Chatrooms

The chatrooms are designed to help you connect with your colleagues to continue exploring topics, connect with those who hold the same interests, and keep the conversation going after presentations. Accessed via the various lounge doors in the Lobby or the link in the top navigation bar, you can join chatrooms for everything you are interested in. There is no limit to the number of chatrooms you can join. Once in a chatroom, you can participate in the group text chat or find someone to chat with one-on-one. For one-to-one chats, you'll be able to choose from text, audio, or video calls.

Chatrooms are available for SRCD Committees, Caucuses, Student and Early Career (SECC) attendees, exhibitors, as well as a Central Chatroom for all.

**IMPORTANT NOTE** – To respect your privacy, attendees will need to actively join chatrooms to engage with other attendees. (SRCD does not put you in chatrooms by membership in a group such as SECC, a committee or a caucus, automatically.) To join a chatroom, simply click on the chatroom name.

List of Direct Messages.			bit Booth Representatives rrently online.
			M Kazmi +
Direct Messages 🔹	⊘ Aldar	Ø 🗙	Booth Reps Online
Muneeb Ahmad Joined Chatrooms	See Old Messages M Kazmi: August 25, 9:34 pm Hello		VFairs Tech Rep Mohib     Test Booth Admin
Aldar	Muneeb Ahmad: August 25, 9:34 pm Hello everyone		Online Users
All Chatrooms 👻			M Kazmi
🐼 Adler			M Kd2TTI
😪 Aroundtown			
Ssura			
🕑 Befimmo			List of online users
Castellum			
🕑 Catena			currently in the
📀 Coima RES			selected chat box.
🕑 Dalata Hotel Group			
O Deloitte			
Dervent London	Enter Message	Ð	
List of all the chatrooms you have joined.	Enter your message for the chatroom in this text field. Press ENTER to send.		





To start a private conversation with any Online User or Booth Representative, hover your mouse over their name and click on the **"Chat Now"** button as shown below:

Online Users	
O Muneeb Ahmad	Chat Now
💽 M Kazmi	

You will now be able to initiate a private chat with that specific attendee. All private chats will appear under the **"Direct Messages"** tab.

You can also use the **Audio or Video call option**. For an Audio call, you will click on the phone button, while for a Video call, you would click on the webcam button. Both buttons are shown in the picture below.

0	Muneeb Ahmad Donline		
		See Old Messages	
0	M Kazmi: August 25, 9:39 pm Hi		
0	Muneeb Ahmad: August 25, 9:59 pm Hello Kazmi, how are you doing?		

#### Who do I contact if I need help during the conference?

If you run into any issues during the conference, there are support staff on stand-by to help you.

For technical help within the vFairs Platform	Send an email to <a href="mailto:srcd21biennial@getvfairs.io">srcd21biennial@getvfairs.io</a> . If you forget this email, don't worry! It's also listed at the top right corner of most rooms in the platform.
For technical help within the Poster Gallery	Send an email to <a href="mailto-support@ipostersessions.com">support@ipostersessions.com</a> .
For questions about the Biennial Program	<ul> <li>Send an email to programoffice@srcd.org.</li> <li>Start a chat with an SRCD staff member at the Help Desk or the SRCD Exhibit Booth.</li> </ul>
To report a concerning incident	<ul> <li>Click the "Discuss a Concerning Incident" banner in the Lobby or Help Desk.</li> <li>Send an email to <u>ombuds@srcd.org</u>.</li> <li>Call (949) 293-7515.</li> </ul>