

## ECFS 2021 DIGITAL CONFERENCE

### When will the ECFS 2021 Digital Conference take place?

The ECFS 2021 Digital Conference will take place on 9-12 June 2021.

### How long will the platform be open?

The platform opens on 2 June and will remain available until 12 September. The session recordings will be available on the digital platform until 12 September. After the digital platform closes, the recordings will still be available on the ECFS Educational platform (available to ECFS Members only) <https://lms.ecfs.eu/#/login>

### Will there be CME credits?

The 44th European Cystic Fibrosis Conference/ ECFS 2021 Digital Conference, 10/06/2021-12/06/2021 has been accredited by the European Accreditation Council for Continuing Medical Education (EACCME®) with 12 European CME credits (ECMEC®s).

During the conference dates, earn CME credits by watching live sessions and recordings of sessions on demand from Thursday 10 June (08:30 CEST) to Saturday 12 June 2021 (23:59 CEST). You can watch sessions at your own convenience depending on your timezone and your programme.

The (unedited) recordings of the live sessions will be available on the platform approx. 1 hour after the end of each session. As recordings are unedited, you may need to fast forward the video for a few minutes to get to beginning of the session.

### Will there be a certificate of attendance/CME certificate?

You will receive an email on 25 June inviting you to complete the conference survey. After you have completed the survey, you will be able download your certificate of attendance and CME certificate. Certificates cannot be issued during the Conference, only after the Conference.

### In what time zone are the times in the programme displayed?

All times in the programme are displayed in the attendees' time zone.

### What is the conference language?

The conference language is English. No translations will be provided.

### I am a speaker/ moderator at the ECFS 2021 Digital Conference, what should I do?

As a speaker or moderator, you do not need to register. The Conference Secretariat will contact you and send you your login details as well as speaker / moderator guidelines. You can also contact [ecfs2021-speaker@kit-group.org](mailto:ecfs2021-speaker@kit-group.org) directly for more information.

## TECHNICAL REQUIREMENTS

### Which browser should I use?

The platform uses Zoom for digital sessions and private meetings. We therefore strongly recommend using the Firefox browser when accessing the platform. The Google Chrome browser is also working well. Due to limitations within Zoom, attendees using Safari, Edge or other browsers may have to dial in via a telephone to hear the meeting audio.

### Are the live sessions streamed with sound only or also with video?

The live sessions will have both sound and video. You will see the speaker presentation on your screen.

### Can I also log in to the ECFS 2021 Digital Conference via a tablet or a mobile phone?

Yes, you also have the possibility of using both a tablet or mobile phone device to log in. However, we recommend to use a computer or laptop to get the best experience.

### The page is not loading correctly. What should I do?

If you are seeing a blank screen or not the entire content of a page when trying to view a new page or session, please hit the Refresh button, located in the top-right hand side of your browser. If this fails, we recommend that you clear your browser's cache.

### What can I find in the Conference e-bag?

The Conference e-bag contains the link to the abstract platform, information from our industry partners and information from the ECFS (the last ECFS Book in exclusivity, previous ECFS Books, information on the ECFS Working Groups).

The Conference e-bag is generously supported by Vertex Pharmaceuticals (Europe) Limited.

## REGISTRATION

### Do I have to register to participate in the ECFS 2021 Digital Conference?

Yes, those who would like to participate in the conference need to register with their own account.

### How do I register?

Go to <https://www.ecfs.eu/digital2021/registration> and complete the registration form. You will receive an email with a link to your personal profile on 2 June, provided that your registration has been completed and paid in full.

### How do I access the platform after registering?

You can access the platform via the following link: <https://digital2021.ecfs.eu/login>  
Please note: you will need your email address and password to access it.

### Until what date can I register?

You can register at any moment, even during the live event from 9-12 June.

**If you register to the 44<sup>th</sup> European Cystic Fibrosis Conference from 1 June 2021:**

You will receive your login details to the digital platform per email shortly after your registration. Please note that there may be a delay of up to 2 hours between the moment you register and the receipt of the login details.

Please note that registrations will be processed Monday – Friday between 9:00 – 18:00 CEST . Login details for registrations after 18:00 CEST or during the weekend, will only be sent during working hours, once the registration has been processed.

**If you register to the 44<sup>th</sup> European Cystic Fibrosis Conference from 9 June 2021:**

You will receive your login details to the digital platform during working hours, from 7:00 – 18:00 CEST. Login details for registrations after 18:00 CEST and before 7:00 CEST, will only be sent during working hours, once the registration has been processed.

Please note: you will be able to watch all scientific sessions ON DEMAND should you miss a session.

**How do I set my preferences? How can I receive emails (or not) from the platform? How do I make my profile visible on the platform?**

You will have the option to set preferences in your personal profile on the second tab called Preferences (Click on your name > Edit my Profile > Preferences).

**a. Email notifications:** decide if you would like to receive an email when you receive new notifications (messages, reminders or meeting invitations) on the platform. Email notifications are active by default, so you will not miss out on updates while logged out of the platform. You can also disable this feature within the Preferences tab.

**b. Be visible or invisible on the platform:** decide if you would like your profile to be visible (to be viewed by other attendees). You have indicated during registration if your profile is visible or invisible. You can change this at any time in the Preferences tab on your profile.

Make your profile visible within the Preferences tab to interact with speakers, attendees and exhibitors. The more participants who decide to make their profiles visible on the platform, the more interactions are possible. Attendees who want to chat with you will not be able to do so if you keep your profile as invisible.

**Can I change my profile after registering?**

Yes, you can change the information in your profile at any time. Click on your name at the top right-hand side of the platform and then on 'Edit my Profile' to do this.

**How can I upload or modify my profile picture?**

Click on your name at the top right-hand side of the platform and then on 'Edit my Profile'. You can upload or modify your profile picture on the left-hand side of the page.

**I did not receive a registration confirmation email. What do I do?**

Please check your spam folder. If you cannot find your registration confirmation email in the spam folder, please contact [ecfs2021-registration@kit-group.org](mailto:ecfs2021-registration@kit-group.org)

**How will my personal data be protected?**

Please refer to our [Privacy Policy](#)

**Who do I contact if I have any registration questions or queries about my profile?**

Please contact [ecfs2021-registration@kit-group.org](mailto:ecfs2021-registration@kit-group.org)

**What if I am not available during the dates of the ECFS 2021 Digital Conference?**

If you are not available during the dates of the ECFS 2021 Digital Conference, you can still access the platform until 12 September to watch the recordings, contact other participants or visit the exhibition booths, provided that you have completed and paid your registration.

**How do I get updates for the ECFS 2021 Digital Conference?**

Please sign up to the ECFS mailing list: <http://eepurl.com/deLQg9>

**Is access to the ECFS 2021 digital platform restricted?**

You need to be registered in order to access the ECFS 2021 digital platform. Depending on your registration, some parts of the platform may not be available to you.

**What will be available to me as a registered participant?**

- Attend the live sessions from your individual account and earn CME credits (An application has been made to the UEMS EACCME® for CME accreditation of this event.)
- Watch the recordings from past sessions
- Interact with speakers and other attendees during the sessions (chats, Q&A, live polls)
- Interact with speakers and other attendees (send personal messages or group messages and have private meetings via video call)
- Visit the exhibition booths and interact with exhibitors (private video calls, chat, leave your card, private messages). The contents of the exhibition are solely aimed at healthcare professionals.
- Access the abstracts from 2 June.
- Visit the ePoster Gallery from 9 June.

**Can members of the press attend the ECFS 2021 Digital Conference?**

Yes, they can. If you are a member of the press, please register as 'Media'.

## SCIENTIFIC PROGRAMME

**How can I create my personal programme?**

You can create your personal programme from 2 June. In the menu, go to 'Programme > Programme Overview'. You will be able to see all sessions and you can click on them for more information. To add a session to your personal programme, click on the little '+' sign on the top right-hand side of the session.

**Can I download the slides from the sessions?**

Unfortunately, the PowerPoint slides of a session are not available for download on the ECFS 2021 digital platform.

**Please note that it is prohibited to use/share or copy the scientific content of a presenter without his/her explicit consent.** Depending on the speakers' consent, you can find the slides on the ECFS Education platform (<https://lms.ecfs.eu/#/login>) from 25 June (ECFS members only).

### **Can I record the live sessions? Where can I watch the recordings of the live sessions?**

As an attendee you cannot record the live sessions. However, the organiser will record the live sessions and make them available on the platform approx. 1 hour after the end of each session and until 12 September. After the ECFS 2021 digital platform closes, the edited recordings will be available on the ECFS Education platform for ECFS Members (<https://lms.ecfs.eu/#/login>).

### **There is a possibility to take Notes for each session. Where can I download my Notes?**

Go to the Programme Overview and click on "Export" and then "Download Notes". The date will be in a .csv file.

### **How can I become an ECFS Member?**

To become an ECFS Member you can either go to the website <https://www.ecfs.eu/membership-subscription> or send an email to [membership@ecfs.eu](mailto:membership@ecfs.eu).

### **How much is ECFS Membership?**

The full membership subscription for 2021 is 120 € and a reduced rate, 50 €, is available for Allied Health Professionals, Laboratory technicians and lung function technicians, Clinical research coordinators, PhD Students and Post Docs and Physicians under the age of 35. Membership covers a calendar year (January-December). For more information, please visit: <https://www.ecfs.eu/membership-subscription>

### **Will there be poster presentations?**

Yes, there will be an ePoster Gallery on the ECFS 2021 digital platform that will be available from 9 June and until 12 September. Posters will be accessible in electronic version, as ePosters. The ePosters are indexed by topic in the ePoster Gallery and you will have the possibility to contact the authors of the ePosters via email, you can also rate the ePosters.

Please note that abstracts selected for oral presentation in workshops will not be available as ePosters.

Additionally, there will be three ePoster Sessions in the Scientific Programme.

The ePoster platform is generously supported by Teva Pharmaceuticals Europe B.V and Vertex Pharmaceuticals (Europe) Limited.

### **Will there be a possibility to ask questions to the symposia or workshops presenters?**

Yes, in each session you can ask your question in the 'Q&A and Polls' tab on the right-hand side of the page.

### **How can I access the Abstracts?**

The abstracts selected for the 2021 European CF Conference will be available online via the digital platform from 2 June.

These abstracts will also be published as a supplement to the 'Journal of Cystic Fibrosis', called the Abstract Book, and available via Science Direct from 12 June 2021. The link to the abstract platform can be found under Abstracts or in your Conference e-bag available on the digital platform.

The abstract platform is generously supported by an unrestricted grant from the companies Teva Pharmaceuticals Europe B.V and Vertex Pharmaceuticals (Europe) Limited.

## INDUSTRY SESSIONS / INDUSTRY EXHIBITION

### Will there be an exhibition?

Yes, there will be an Industry exhibition. It will be available on the platform from 2 June to 12 September. During the conference dates, the exhibitors will answer your queries in a timely manner. On the other days, please expect some delay in the answers of the exhibitors.

### How can I interact with the exhibitors?

Please go to the exhibitor booth. There, you can contact one of the booth staff directly by:

- Selecting 'Talk Now' (private video calls)
- Clicking on the person's name and sending a message
- Inviting them to a private meeting (your email address will be given to the exhibitor)
- Clicking on the 'Leave your card' button and sending your question

### What is Talk Now and when can I talk to the exhibitors?

Talk Now are private video calls between a participant and an exhibitor. During the time slots indicated for Talk Now in the programme, go to the exhibition booth of the exhibitor you want to talk to and click on the 'Talk Now' button. You will be routed to one of the available booth staff in a private Zoom call. Turn on your camera and microphone and ask your questions.

Time slots for Talk Now during the 44<sup>th</sup> European Cystic Fibrosis Conference:

- Thursday and Friday – from 10:00 to 11:00 and from 16:15 to 16:45
- Saturday – from 10:15 to 11:00

### Will there be Industry Satellite Symposia at the ECFS 2021 Digital Conference?

Yes, there will be Industry Satellite Symposia. Please refer to the programme for the schedule of these Satellite Symposia.

The Satellite Symposia are intended for Healthcare Professionals only. Other participants will not be able to watch the sessions.

### How can the Industry Satellite Symposia be accessed via the platform?

You can find the Industry Satellite Symposia in the Programme Overview or in the dedicated Industry Programme that will be available on the platform from 2 June.

## INTERACTION POSSIBILITIES

### **How can I interact with speakers and other attendees?**

Please go to the people section of the digital platform. There, you can use the search function on the right-hand side to find the attendees you would like to contact.

You can send private messages or group messages on the platform. You can invite one or several people to private video calls. You can only invite participants who have accepted to be visible on the platform. Video calls are organised via Zoom.

### **In the 'People' tab in the menu, there is an 'Attendee' category. Who is listed there?**

In the 'Attendee' list you will find all participants who have chosen to make their profiles visible. You can use this list to interact with other attendees (send messages and invite them to a private call).

### **Will private meetings be visible in my programme?**

Yes, all private meetings will appear in your personal programme. They will not appear in the public programme.

### **How does my post appear on the ECFS Social Wall?**

By using the hashtag #ECFS2021 with your tweets on Twitter or by mentioning the page @EuropeanCysticFibrosisConference and the hashtag #ECFS2021 with your posts on Facebook.

## CONTACT US

During the ECFS 2021 conference, a help chat will be available on the digital platform:

9 June:	9:00 – 18:00
10 June:	7:30 – 18:30
11 June:	8:30 – 18:30
12 June:	8:30 – 12:30

Outside of these times, please contact us via email: [ecfs2021@kit-group.org](mailto:ecfs2021@kit-group.org)