

Information for participants and speakers of the asp-conference 2021

The conference will be hosted online on the SCOOS platform. All participants will be invited to the platform after the registration process has been completed. The invitation will be sent out to the email addresses used for the registration on Conftool. We kindly ask all participants to register on and to familiarize themselves with this platform in advance. Apart from an uncomplicated access to the individual sessions, SCOOS also offers many networking and interactive opportunities.

Information for symposia, practical and scientific workshop speakers:

All events are held via Zoom meetings. You can enter the session by clicking each events' "Play Button" on SCOOS. The Zoom Meetings are created by the organization team of the asp conference.

Information for all speakers:

- Please use the latest version of the of the "Zoom Client for Meetings" desktop app and a good webcam and headset for the best audio-visual quality.
- Please join the respective Zoom meeting 10 min before the start of your session.
- There will be a technical host to support each session.
- Speakers will be given co-host rights and thus be able to share their presentation. Please make sure to change your laptop/PC settings accordingly, if necessary.
- Please send your presentations to martin-leo.reinhard@uni-tuebingen.de via WeTransfer by 09 May 2021. We will store these centrally to be able to access them in case of technical problems. **(please save them as follows: LastFirstName_FirstFiveWordsOfTitle_Presentation_AK).**

Information for scientific workshop contributions:

- Each working group will be led by a person (chair) appointed by the conference team. This person will be responsible for the running of the session and in particular to ensure that the time limits for the contributions are maintained.
- The speakers have a maximum of 20 minutes for each contribution: 12-15 minutes of presentation and 5-8 minutes of discussion are planned.
- The remaining time is intended as a buffer, e.g., for the transitions between the different speakers.

Information for symposia and practical workshops:

- You are responsible for the timing in your session. Due to the tightly scheduled conference program, we would like to kindly ask you to keep to the time frame of the symposium or workshop.
- Chairs may be appointed by the authors of the symposia themselves.
- Breakout rooms are available for the practical workshops.

Information for poster contributions

All poster contributions will be available on SCOOCs for the whole duration of the conference. Questions can be asked and answered by the authors at any time via an interactive chat.

- Posters should be submitted in two formats:
 - 1) As pdf-document (in a format from DIN A0 to DIN A4, landscape and portrait format possible) and
 - 2) as a max. two-minute video in which the poster is presented (we recommend commenting on a PowerPoint slide).
- Please send us your poster submissions by May 09, 2021 via WeTransfer to martin-leo.reinhard@uni-tuebingen.de. (please store them as: LastFirstName_FirstFiveWordsOfTitle_Poster or LastFirstName_FirstFiveWordsOfTitle_Video).
- If you would like to refer to further links (e.g., project at OFS, stimuli material at Vimeo, etc.) you can send them to us as well.

Poster Award:

- A panel of judges will evaluate the poster submissions that are entered for the Poster Award.
- The judges can ask the authors questions about the poster submission in the chat room. Please make sure to answer all the judges' questions by 4pm on Friday.
- The winner will be announced at the closing ceremony.

If you have any further questions, please do not hesitate to contact us!

Best regards from Tübingen

The organizing committee of the 53rd asp annual conference