Frequently Asked Questions (FAQs) ECE@Home

Registration, access and general information

- 1 Cancellation
- 2 How do I verify my account?
- 3 Can I transfer my registration to a colleague?
- 4 Will the content from ECE 2022 be accessible after the virtual meeting has finished?
- 5 CME and Certificates of Attendance
- 6 Which internet browser should I use if I am attending via ECE@Home?
- 7 Can I ask questions to the speaker?

Abstracts and Posters

- 8 I submitted an abstract what is happening with it?
- 9 Are the abstracts published?
- 10 Is there a list of Posters?
- 11 Where can I find the ePosters?

Registration and access

1. Cancellation

To view the full terms and conditions please click <u>here</u>. **ECE@Home**

Once your booking is confirmed for an ECE@Home ticket, and payment has been made, registration for ECE 2022 cannot be cancelled or refunded as all content will be available for you to access during and after the Congress dates on ESE On Demand.

2. How do I verify my account?

If you have not used the M-anage platform before for a previous online event and have been registered by a third party (or part of a group booking), please <u>click here</u> and log in and follow the instructions to set up your credentials and trigger an account verification email. Please make sure you do this before the start of the event. If you have registered yourself, you do not need to do this.

If you have already confirmed your account, but do not remember your password, you can reset this by clicking on FORGOT PASSWORD. Please check your spam folder for any communications. **IMPORTANT:** If you have not used the ESE On-Demand M-anage platform before for a previous ESE online event and have been registered by a third party or part of a group, please <u>click</u> <u>here</u> and log in and follow the instructions to set up your credentials and trigger an account verification email. Please make sure you do this before the start of the event. If you have registered yourself, you do not need to do this.

If you have already confirmed your account, but do not remember your password, you can reset this by clicking on FORGOT PASSWORD. Please check your SPAM folder for any communications. **IMPORTANT ACCESS INFORMATION FOR GROUP LEADERS:** If your participants have not previously accessed ESE's platform via M-anage (ESE's On Demand and online Congress platform), please remind them to look out for an email from the M-anage support team to verify their account. If participants do not verify their accounts, they will not be sent further instructions about ECE 2022.

If your participants have used the M-anage platform before, please ask them to log in to ensure they remember their login details. If they have forgotten their password, they can reset this by clicking on FORGOT PASSWORD. They will need to check their SPAM/Junk folder for any communications as these may land there depending on SPAM filter settings and firewalls.

3. Can I transfer my registration to a colleague?

No, your registration cannot be transferred to anyone else.

4. Will the content from ECE 2022 be accessible after the virtual meeting has finished?

Yes, the content (the recording which includes slides) from ECE 2022 will be accessible on ESE On Demand for 60 days after the congress to all registered delegates. Please note, some Industry content will be removed seven days post-Congress. Non-members will lose access after 60 days. ESE Members who don't register to attend ECE 2022 will be able to access content highlights only from ECE 2022 **<u>after</u>** 60 days. All other content will become accessible a year after the Congress (May 2023).

5. CME and Certificates of Attendance

ECE 2022 Congress, Milan, Italy, has been accredited by the European Accreditation Council for Continuing Medical Education (EACCME[®]) with **22** European CME credits (ECMEC[®]s) in total.

To obtain your CME points, you need to complete a short online evaluation for each session you attend:

1. SESSION EVALUATION FORMS

You need to complete a short online evaluation for each session you attend on the Congress platform, this is recognised when you either scan into a room in Milan or watch online. You will receive an automatic notification to complete this from the Congress platform during the sessions attended and the forms will be available in your 'My Congress Activity' page.

2. GENERAL EVALUATION FORM

The General Evaluation survey includes questions regarding your whole experience of the Congress. it will be available on this page from 16:00 CEST on Tuesday 24 May. You must complete this form to be able to download your CME certificate.

Certificates of Attendance and CME certificates will be available to download from 8 June 2022.

If you have any queries regarding CME and evaluations after the congress, please email ece2022@endocrinology.org

6. Which internet browser should I use if I am attending via ECE@Home?

For you to have the best user experience at the ECE 2022 Congress, we strongly recommend using Google Chrome as your internet browser as this works best with the event's digital platform. You can find instructions on how to download Google Chrome <u>here</u>.

7. Can I ask questions to the speakers?

Yes if the session is available to watch live you can add your questions/comments during the live session or afterwards (for up to 2 weeks). The question box will appear underneath the live stream or the on demand webcast.

Abstracts and Posters

8. I submitted an abstract – what is happening with it?

All accepted abstracts will be published in *Endocrine Abstracts* approximately two weeks prior to the Congress and will also be available online on ESE On Demand. Both publications will correspond with the ECE 2022 Congress. Abstracts accepted as poster presentations will be published online on ESE On Demand.

Please note if your abstract is accepted at least one author must register and pay to attend the Congress, either in person or virtually.

9. Are the abstracts published?

Yes – they have been published in *Endocrine Abstracts*, a fully online and citable record of all the abstracts presented at ECE 2022. You can read them <u>here</u>. There is not a printed abstract book, but they are available to read online or as a downloadable PDF on Endocrine Abstracts. Endocrine Abstracts is not indexed in PubMed, but each abstract has a unique DOI which you can use to cite your work.

10. Is there a list of Posters?

Yes, a list of posters being displayed each day and all the available ePosters is available in the ECE 2022 Poster Handbook which can be downloaded from the online Congress Bag.

11. Where can I find the ePosters?

In addition to over 1200 ePosters, all the physical posters displayed at ECE 2022 will have an electronic version. Please find a full list of Posters and ePosters in the ECE 2022 Poster Handbook which can be downloaded from the online Congress Bag. You can view the ePoster Gallery by logging into the Congress platform, or by visiting the ePoster screens which are located in the Exhibition Hall. The ePoster Gallery will be accessible throughout the Congress and afterwards on ESE on Demand. You can contact the presenter of any ePoster through the Congress platform if you would like to ask them a question.