General information on participation in the online conference

The XV General Conference of the Association Internationale des Études Arméniennes will be held in an online format for the first time in 2021, having already been postponed for a year due to the global Corona pandemic.

We will be supported by a service provider in running the conference. You can reach the conference website with the conference schedule and the links to all events via the link https://aiea2021.xcom.live/. There you can log in with your e-mail address and your name. **The website will be activated a few days before the conference, so you can check it out before it starts.** If you have any difficulties with the login, please let us know. During the conference, we will have a technician from the service provider available to help with any questions or problems. At least one member of the organising team will also be present at each event to provide technical support to the speakers and chairs.

Once you have logged into the conference website, you will see various tabs at the top of the screen. Under "Program" you can see the entire conference schedule. There are three different event formats: Live Stream, Parallel Sessions and Virtual Meetups. Under the corresponding tabs, you will see the associated events. Clicking on the corresponding blue button will automatically take you to the selected event, which will always open in a new browser window.

The **plenary sessions (Opening, Keynote Lectures, Closing)** will take place **via Live Stream**. Apart from the speakers and chairs, participants do not have the opportunity to switch on their microphones. Questions and comments can be submitted via the chat, which is displayed to the respective chair. The chair then passes on the questions to the speaker. **The plenary sessions are always activated one hour before they begin to give the speakers and chairs the opportunity to test them in advance.** You can leave the live stream by closing the browser window. The conference website will remain open.

The **parallel sessions** will be held as **regular Zoom meetings**. The chairs will moderate the respective session and will be technically supported by a member of the organising team. **During the presentations, only the current speaker will have his or her microphone switched on; the other participants are kindly requested to mute themselves.** Each speaker has 20 minutes speaking time. During the discussion time at the end of each session (20 minutes for all presentations of the session), participants can ask questions or comment by turning on their microphones when invited to do so or writing in the chat. To indicate a request to speak, you can use the "raise hand" function in Zoom. To leave the Zoom meeting, click on "Leave Meeting".

Zoom Video Tutorial English: https://www.youtube.com/watch?v=kxQ9t37oXpQ

During the **breaks**, you will have the opportunity to meet the other conference participants in the **online networking tool Wonder.me**. When you enter the virtual room, please make sure to allow the application to use the camera and microphone and to enter your name. A

screenshot will be taken of your camera, which will be used to create an avatar for yourself. If two or more people now move towards each other in the virtual space, they form a virtual and visual conversation circle including video, audio and chat function. Outsiders see that the persons are in a conversation, can approach the group and thus participate in the conversation. You have the option to activate and deactivate your camera and microphone. To leave the room, click on "Leave Room" or close the browser window.

Wonder.me Video Tutorial English: https://www.youtube.com/watch?v=lECURu_W16A

During the **General Assembly** (Friday 3 September, 17:30-19:30 CET) there will be a voting. You can get to the voting page by going to **slido.com (password #AIEA)** or by scanning the corresponding **QR code**. The results can be viewed live in the Zoom meeting. There will be a trial run (or several) before the actual voting. **Please note that this event is restricted to AIEA members only.**