APS – DAMOP
Chair Training Guidance
Introduction

Welcome to Chair Training Guidance for APS-DAMOPS.

APS-DAMOPS is a hybrid conference. This means it will be an integrated live and virtual conference experience, featuring virtual and in-person presenters. It contains two types of sessions.

1. Hybrid Live Stream Sessions

2. Contributed Oral Virtual Only Sessions

The sessions are set up as follows:

- Hybrid Live stream rooms will have a lectern, camera, mic, AV switcher, projector, laptop and screen for streaming to the Morressier platform and presentation slides.
- Virtual Only contributed sessions only take place on the Morressier platform and will be facilitated by a Morressier stage management technician.
- Hybrid Streamed, in-person presentations will be conducted from the lectern in the room, with a camera sending a feed of the speaker to the platform.
- Virtual speakers will be connected to Hybrid sessions via a zoom link, with the AV team responsible for ensuring the presentations are visible via the projector and screen.
- Each speaker is responsible for providing their own presentation slides (unless previously agreed with the organiser.)
Hybrid Live Stream Sessions

Live stream sessions contain virtual speakers presenting via zoom link to delegates in the room, and in-person presentations streamed to the Morressier platform via RTMP feed. Each session will be a mix of both virtual and in-person presentations.

Chair Responsibilities

1. As a chair, your primary responsibility is to introduce the presenters, conduct the Q&A and keep the session on time.

2. You can field questions from a) the in-person audience and b) the virtual Q&A chat situated in the session view of the Morressier platform. Both types of Q&A formats can be used for both types of speaker formats (virtual and in-person.)

3. In order to see the virtual questions on platform, The chair will read questions from the session page on the Morressier platform on table computer. From here you can read the online questions that will accumulate on the session page view.

4. For in person questions, questions can be asked into the microphone. This feed will be streamed to the platform for virtual speakers to hear the in-person questions.

5. Please note that there is a 15 second delay between what is said in-person and what the virtual delegates hear. (only for virtual presenters)
Virtual Only Contr. Sessions

Live Virtual Only sessions are presentation sessions of virtual remote presenters and virtual remote delegates.

Chair Responsibilities

1. As a chair, your role is to introduce speakers, keep presentations on time, and moderate the Q&A.
2. To access your session backstage, click on the link you received from APS and log into Morressier by clicking on the APS SSO icon.
3. Once you have accessed the backstage, the Morressier tech will be there to assist with technical checks of all presenters’ cameras, microphones, and screen sharing.
4. The Morressier stage technician will assist in moving you to the mainstage and starting the session live-stream.
5. You will need to stop participating while presenters are speaking, monitor the Q&A box, session chat, and bringing any audience members to stage to ask questions.

Guidance Resource Link
We hope you have an enjoyable APS−DAMOPS. Thank you for chairing your session.

If you have any questions please contact support@morressier.com or the virtual-events-help@aps.org.