

Dear Participant of the 2021 IAREP-SABE online conference,

Thank you for joining us this year.

Please read the information below on the conference logistics, including joining the Zoom sessions.

1. The **final programme** with all abstracts/full papers is now available online at <https://sabeconomics.org/iarep-sabe-2021/programme/>. When going on the website, scroll down the page, and press the button “Full-Programme for registered participants”. Please use the same password that we sent earlier to you via email. The programme can be viewed and downloaded as PDF-File.

All times in the schedule are Central European Summer Time (CEST (UTC+2) – Berlin, Paris, Bruxelles). We kindly ask you to double check the day and local time, to make sure you do not miss your session. *While we will do our best to minimize any subsequent changes, the conference programme may have to be updated on the fly. Please check the website for the last version.*

2. All conference sessions take place in **Zoom**. Links to all sessions are marked [join session](#) in the programme, next to session title starting on p.14. Each link is direct (no password required), and freely accessible to all registered participants who have access to the final programme file. This allows you to move across parallel sessions, as in a regular offline conference.
If you don't have the Zoom app installed on your computer, you can stay connected via your web browser. You can download the Zoom app for free to install on your computer [here](#).
If you are not familiar with Zoom, please review the [Instructions](#). Session secretaries should be able to help you on the fly.
3. Each session of the conference is 60, 90 or 120 minutes long.
 - **Each presenter will have 30 minutes, including Q&A.** (*Please note that in the session “Finance I” with 5 talks, each speaker has 24 minutes*).
 - Presentation: 20-22 minutes
 - Q&A/discussion: 8-10 minutes.
 - Please stick to your time slot and order in presentation, as other participants may be willing to join the session to attend your talk.
 - **Please have your presentation slides (e.g. PowerPoint, PDF) ready on your computer/device when entering your Zoom session**, so that technical breaks between one speaker and the next will be restricted to a minimum.
4. **The last speaker in each session is the chair.** Logistic support, including time limits and technical questions will be provided by the session secretary. They will open the session in Zoom, assist the chair, record the session, and communicate, if necessary, with technical support. If you do not wish for your talk to be recorded, please let your session secretary know. The session secretary will be marked in Zoom as Host, and can be contacted via Chat (private message) at any time during the session.
 - **If you are the chair, please join the session at least 5 min before its start** in order to coordinate with the session secretary.
 - Please keep your microphone muted during the session (unless you are presenting or asking a question).

5. Conference sessions can be attended by all registered participants.
6. Feel free to record your presentation in advance, if you wish so and play the video during your presentation timeslot. You can use OBS Studio (<https://obsproject.com/>) or any other video tool.
7. **If you cannot present as scheduled, please inform the organizers as soon as possible at iarep-sabe-conf2021@sabeconomics.org.**

We hope you enjoy the conference and we are looking forward to seeing you soon.

Sincerely,

2021 IAREP-SABE Organizing Committee