Centered on GROWTH

ATTENDEE GUIDE TO THE VIRTUAL PLATFORM
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Getting Started

Technical Tips and Tricks

Before signing into DDW Virtual™, we recommend reviewing the following tips and tricks to ensure a smooth login process and reduce common technical difficulties.

• Browsers that will best support DDW include Chrome, Firefox, Safari and Edge. Internet Explorer is not supported.

• You can improve your computer’s bandwidth by closing programs such as Zoom, Microsoft Teams and/or other applications that you are not using.

• We recommend disconnecting from virtual private networks (VPNs).

• We recommend turning off your ad blocker.

• If you plan to participate in the meeting from your office, have your institution’s IT personnel safelist the following addresses:

- https://onlineeventapi.com
- https://oepauthentication.azurewebsites.net
- https://fileviewer.freemanco.com
- https://eu.jotform.com/OEP_Support/freeman-virtual-support-portal
- Cdn.livestream.com
- Api.new.livestream.com
- playback2.akamaized.net
- playback.akamaized.net
- livestream-f.akamaihd.net
- secure-playlist.livestream.com
- http://stream.io.api.com
- http://ladesk.com
- http://eum.appdynamics.com
- https://www.livestream.com
- https://quant-app.com
- https://quant-api.com
- https://freemanidentity.com
- https://freemanco.okta.com
- https://matchmaking.grip.events
- https://whereby.com
- http://grip.whereby.com
- Lennd.com
- Filestack.com
- Cloudfront.net

• If you plan to participate in the meeting from your office, have your institution’s IT personnel safelist the following email servers: support@grip.events and @mg.gripcontact.com
Logging In

You can access DDW Virtual in three ways:

- **Email Link:** you will receive an attendee email each morning of the meeting with your login and password information.
- **www.ddw.org/virtual:** navigate directly to the site from your preferred browser (see Technical Tips and Tricks on the previous page).
- **www.ddw.org:** once the meeting is open, you can access the platform from a link on the DDW website.

Prior to the start of the meeting, you should receive an email with your login and password information. Didn’t receive it? Reach out to registration@ddw.org for assistance.
Sessions Overview

Searching for a Session
Starting on the DDW Virtual homepage, click on the Sessions tile to view a listing of programs by day. Additionally, you can access the full listing of sessions by clicking on the Program tab in the navigation menu at the top of the site and selecting Sessions from the drop-down menu.

DDW Tracks and Filters
You can view the sessions by clicking on each day, or you can use the filters and search bar to look up details by society or DDW Track (ex., Basic Science, Inflammatory Bowel Diseases, etc.). The 17 tracks are topic-based to help you easily identify the education relevant to you.

Creating an Itinerary
There will be an Add to Calendar button in the session description. By clicking on this button, you will be prompted to select your Outlook, Yahoo or Google calendar. Once selected, the session information, including a link to the session, will be added to your calendar of choice.

Joining a Session
Starting on the DDW Virtual homepage, click on the Sessions tile to view and join sessions. You can click directly on the title or viewing window to enter the session. You may enter a session at any point during the stream.
Sessons Overview

As sessions become available for on demand viewing, they will appear in a listing accessed from the On Demand homepage tile.

Small-Group Networking Sessions

**Grand Rounds:** In these small-group networking sessions, speakers will present cases for discussion. Topics will include gastrointestinal oncology, the microbiome and microbial therapy, nutrition and GI, and more.

**Young GI and Trainee Experience:** Experts will share their experiences and give advice to young GIs and trainees. Attendees will chat with experts to have questions answered about practical issues such as career choice and training.

Supported by Takeda Pharmaceuticals U.S.A., Inc. and Medtronic.

**Diversity, Equity and Inclusion:** Further the dialogue from the DDW Diversity Symposium and the Gastroenterology Women’s Coalition (GWC) Symposium: Take Charge of Your Career and Execute Your Strategic Plan. Network and participate in dynamic discussions in an informal, small-group, virtual atmosphere.

Supported by Takeda Pharmaceuticals U.S.A., Inc.

Continuing Conversations

These blocks offer attendees an opportunity to network and participate in dynamic discussion directly following select sessions. The 30-minute conversation provides additional time for Q&A, networking and open discussion. Not all sessions will offer this feature. To learn which sessions include a Continuing Conversation, go to the Sessions page and filter by Continuing Conversations.

Asking a Question

All session rooms will include a chat box to connect with attendees and a Q&A box where you can ask questions. During live Q&A sessions, speakers will answer attendee questions in real-time.
**Sessions Overview**

**Viewing On Demand Content**

To view on demand content, click the **On Demand** tile on the DDW Virtual homepage. This section will be pre-populated at the beginning of the meeting with pre-recorded content not available as part of DDW Virtual's live stream sessions. Live stream sessions will be added as on demand content a few hours after they end. Check back regularly during DDW Virtual and afterwards for content you can view on demand.

**Connecting with a Speaker**

Starting on the DDW Virtual homepage, click on the **Speakers** tile to view a full list of lecture presenters. Additionally, you can find the speaker list by clicking on the **Program** tab in the navigation menu at the top of the site and selecting **Speakers** from the drop-down menu.

Here, you can search by institution and country. Click on a headshot to view the speaker’s presentation schedule and social media platforms. Visit the DDW Networking Center to add them to your list of connections or request to schedule a meeting.
ePosters Overview

Accessing the ePosters Site

There are two ways to access the ePosters site:

- Click on the Program tab in the navigation menu at the top of the DDW Virtual site and select ePosters from the drop-down menu.
- Click the ePosters tile on the homepage.

Please note that any of the ways above will link you out to a new site. Once you’re on that site, ePosters are searchable by title and topic, or can be filtered by DDW Track.

Viewing ePosters

Once you have found an ePoster of interest, click the View ePoster button to view the ePoster file and listen to audio narration from the presenter (if submitted). Abstract bodies will also display on ePoster pages.

Connecting with ePoster Presenters

ePoster presenters will be available from 12:15-1 p.m. EDT on the day of their scheduled presentations. To start a conversation with a presenter, click the Discussion Forum button, and post your questions and comments.

Additionally, you can interact with more than 800 Poster of Distinction presenters in live virtual rooms during the daily presentation times. Click the Engage Live with the Author button to enter into a virtual meeting room with the Poster of Distinction presenter, where you will have live video and audio access to ask questions and network in real time. Don’t miss this opportunity to engage in face-to-face discussions with presenters and fellow attendees.
DDW Networking Center

Accessing the Networking Center

There are two ways to access the DDW Networking Center:

- Click on the Networking tab in the navigation menu at the top of the DDW Virtual site and select Networking Center from the drop-down menu.
- Click the Networking tile on the homepage.

Please note that any of the ways above will link you out to a new site. Once you’re on that site, follow the instructions below to set up a profile and connect with attendees.

Your Profile

A profile is automatically created for you and will auto-populate with information you provided during registration. Once in the platform, you can update your profile. We recommend adding a profile picture, your interests and bio (if you have one).

Please note that some information cannot be modified in your profile (e.g., your registration category).
Scheduling a Meeting

From your Networking Center, select a connection or search for an attendee to access their information card. Click on Schedule a Meeting to open a new window and check their availability. Select a date and time from the drop-down menu for a list of availability options for both you and the meeting request recipient (please note that the time zone will reflect your location).

A few things to consider:

- Meeting times will be available in 20-minute increments; however, meetings in progress can continue past the 20-minute mark with no interruption (up to four hours).
- You can request up to 20 meetings at a time. Once you have 20 meeting requests pending, you will no longer be able to request a meeting until one or more of your requests are accepted/declined.
- You may only request to schedule a meeting with one party at a time. If you would like to add additional participants, please see instructions listed in the Inviting Additional Meeting Participants section.

You can also access your calendar and modify your schedule from your profile window. You can block off time on your calendar or view meetings you have scheduled in the My Schedule section.
Start or Join a Meeting

Navigate to your Networking Center to view your scheduled meetings. On the left-hand corner, click on My Meetings to open your accepted meetings list. Your meetings will appear in descending order from the next scheduled meeting. At the time of your scheduled meeting, a button will appear prompting you to open your virtual meeting (video meetings cannot be accessed any earlier than five minutes prior to the scheduled meeting time). Clicking on this button will open a new window, featuring a virtual video screen. Meeting participants will be able to:

- Turn video function on/off
- Mute/unmute
- Share screen
- Text chat
Discussion Forums and Chat

The discussion boards are a series of topic-specific text forums where attendees can connect with each other without scheduling a meeting. The discussion boards will be open to all attendees and will be moderated. You can access all Discussion Forum from the top navigation bar under the Networking dropdown menu or click on the Join the Conversation banner at the top of the homepage (part of a rotating series of banners).

Chatbot

The DDW Virtual Assistant chatbot is located on the homepage and provides 24x7 support for attendees. The Virtual Assistant can successfully answer over 93% of all event-related questions instantly. Supported by Takeda Pharmaceuticals U.S.A., Inc.
Industry Supporter Showcase

See all of the latest GI innovations and discuss your specific needs with trusted industry partners in the new Industry Supporter Showcase. We’ve scheduled fewer sessions during selected times to make it easier for you to spend time discovering over 85 industry supporters and viewing unique educational programming:

8-10 A.M. / 11:30 A.M.-1 P.M. / 7-9 P.M.

To access the showcase, Product Theaters and Satellite Symposia:

- Click on the Industry tab in the navigation menu at the top of the DDW Virtual site and select Industry Supporter Showcase, Product Theaters or Satellite Symposia from the drop-down menu.
- Click on the Industry Supporter Showcase banner at the top of the homepage (part of a rotating series of banners).
- Click on the Industry Supporters tile on the homepage.
Challenges

Think you have what it takes to be at the top of the leaderboard? Click on the Networking tab at the top of the navigation menu and select Challenges for instructions and rules to play this game. All DDW attendees are automatically enrolled.

Once you log into the DDW Virtual platform, tally as many points as you can by participating in certain aspects of this year’s meeting between May 21–23. The attendee with the most points at 5 p.m. EDT on May 23 will be declared the ultimate Super Fan and win a prize!

The full set of rules and the leaderboard can be found in the platform. Example actions include:

- Attending sessions, watching on demand presentations and joining a session chat.
- Exploring social media profiles.
- Searching the Industry Supporter Showcase, downloading collateral and dropping your business card.

Continuing Education Information

CME

Continuing Medical Education (CME) credit is available for most DDW sessions. Each of the sponsoring societies certifies its own activities for CME credit. Sessions that do not offer CME will be indicated as such in the program materials. View CME statements and hours for DDW’s sponsoring societies online.

MOC

AGA is certifying sessions at DDW for Maintenance of Certification (MOC) points. Successful completion of this AGA CME activity at DDW 2021, which includes participation in the evaluation component, enables the participant to earn ABIM MOC points in the American Board of Internal Medicine’s (ABIM) MOC program. Participants will earn MOC points equivalent to the amount of CME credits claimed for the activity. It is the CME activity provider’s responsibility to submit participant completion information to the Accreditation Council for Continuing Medical Education (ACCME) for the purpose of granting ABIM MOC credit. Learn more about MOC at DDW here.
Code of Conduct and DDW Event Policies

Abstract Embargo Policy
All data presented at DDW is embargoed for the beginning of its presentation time or an official DDW press conference, whichever occurs first:

- The DDW embargo lifts at the beginning of the presentation, not the beginning of the session. For example: A presentation given from 10:15-10:30 a.m. during a session scheduled from 10-11 a.m. would be embargoed for 10:15 a.m.
- If data is featured in an official DDW press conference that occurs before the scientific presentation or ePoster session, the embargo lifts at the beginning of the DDW press conference.
- All ePosters are embargoed for 12:15 p.m. the day the ePoster is presented.
- All times are in Eastern Daylight Time (UTC -4).

Code of Conduct
DDW Administration is committed to providing a safe, productive and welcoming environment for all event participants. This Policy applies to all DDW events, including those sponsored by organizations other than DDW but held in conjunction with DDW events, on public or private platforms. By registering and/or participating in DDW Virtual, you agree to adhere to the 2021 Code of Conduct.

Disclosure Policy
As providers of CME credit, the DDW sponsoring societies are required to identify and resolve potential conflicts of interest (COI) for all sessions in advance of an educational activity. The potential for a conflict exists when a presenter has a financial relationship with a commercial company relevant to the content they are presenting.

DDW implements a thorough process to validate the content of our CME activities to ensure that they are both scientifically valid and free of commercial bias. The process is designed to meet the expectation of the ACCME that:

- The content of CME activities does not promote the proprietary interests of any commercial interests (i.e., there is not commercial bias).
- CME activities give a balanced view of therapeutic options.
- The content of CME activities is in compliance with the ACCME’s content validity value statements.

View sponsoring society statements here.

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## DDW® 2021 Virtual Schedule

### FRIDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Day/Time</th>
<th>FRIDAY</th>
</tr>
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### SATURDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Day/Time</th>
<th>SATURDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-8:45 a.m.</td>
<td>Ferring Microbiome Product Theater</td>
<td>AbbVie Product Theater</td>
</tr>
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</table>

### SUNDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Day/Time</th>
<th>SUNDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-11:30 a.m.</td>
<td></td>
<td>Sessions</td>
</tr>
<tr>
<td>1-2:30 p.m.</td>
<td></td>
<td>Sessions</td>
</tr>
<tr>
<td>2:30-3:15 p.m.</td>
<td>Grand Round</td>
<td>Medtronic Product Theater</td>
</tr>
<tr>
<td>3:15-3:30 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:30-5 p.m.</td>
<td></td>
<td>Sessions</td>
</tr>
<tr>
<td>5-5:30 p.m.</td>
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<td></td>
</tr>
<tr>
<td>5:30-7 p.m.</td>
<td></td>
<td>Sessions</td>
</tr>
<tr>
<td>7-7:15 p.m.</td>
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### Notes

- All times are in EDT (UTC -4)
- Schedule current as of April 29, 2021
Thanks to Our Supporters

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