EADV
Spring
Symposium
2021

06-07 MAY 2021
INDUSTRY SESSIONS CATALOGUE

Contents

1   INDUSTRY SESSIONS

1.1   Introduction

During the EADV Spring Symposium, sponsors will be able to organise a variety of different sessions designed to appeal to a wide range of participants.

Industry session slots are available on Thursday 6 and Friday 7 May 2021. The programmes are under full responsibility of the sponsor and must be submitted for approval to exhibition@eadvsymposium.org by the **12 February 2021.**

In order to reduce Industry Sessions with similar topics running at the same time and increase participants' opportunity to join the interested sessions, companies are requested to inform us in advance about the general programme topic that the industry will present. A preview will be made available on the EADV Industry Online Portal and Spring Symposium website.

> The Industry session organiser is solely responsible for keeping any of its industry sessions activities compliant with all relevant laws and regulations. EADV is not involved with or have any control over the content, quality, organization, operation, scientific integrity of the activity and materials. EADV will not be involved in the selection of speakers, moderators and other faculty.
>
> The Satellite Symposium and Industry HUB programme must be submitted for approval to exhibition@eadvsymposium.org by and no later than **12 February 2021**
>
> It is strictly forbidden for industry partners to organise educational events outside of the assigned slots or during the official EADV black out times.

1.2   Important dates

Industry Sessions

- Official sales' opening .... 22 January 2021
- Industry session application deadline .... 8 February 2021
- Send final session programme and speaker information ... 12 February 2021
- Send speaker bios and picture for session detail page ... 19 March 2021
- Send the session TAGS .... 19 March 2021
- Send your final decision on the format of your session
  (fully live, simulive or fully recorded) .... 19 March 2021
- Send your final decision on pre-recording service provider
  (own or EADV supplier) .... 19 March 2021
- Notify EADV whether you want to proceed with a full session
  recording or separate talks recording .... 19 March 2021
- Opening of platform for pre-recording .mp4 /.pptx upload ... 22 March 2021
- Additional Services application deadline .... 26 March 2021
- Rehearsal slots booking starts .... 29 March 2021
- Deadline for receipt of final balance of payment ... 09 April 2021
- Deadline to complete recording with EADV supplier ACS ... 16 April 2021
- Deadline for pre-recording .mp4 /.pptx upload
  on M EVENTS system .... 19 April 2021
- Send session Trailer (if any) .... 19 April 2021
- Send artwork for Poster Gallery .... 19 April 2021
- Send Additional Services material (evaluation & polling, if any) 19 April 2021
- Rehearsal slots booking closes .... 19 April 2021
- Send company representatives details for rehearsal and
  aired industry session backend interface. .... 19 April 2021
- Industry Session rehearsal starts .... 20 April 2021
- EADV Spring Symposium 2021 Starts .... 06 May 2021
- EADV Spring Symposium 2021 Closes .... 07 May 2021

Spring Symposium Scientific Session Abstracts

- On-line abstract submission opens .... 17 November 2020
- On-line abstract submissions closes .... 23 February 2021
- Abstract reviewing starts .... 25 February 2021
- Abstract reviewing ends .... 23 March 2021
- Abstract evaluation notification .... 30 March 2021
- On-line e-poster submission opens .... 1 April 2021
- E-poster submission deadline .... 28 April 2021

1.3   Use of the Virtual Spring Symposium banner and the EADV logo

On approval, the EADV logo or the EADV Spring Symposium banner may be used in conjunction with the sponsor logo for advertising purposes (see the policy and form about the use of the EADV logo and Virtual Spring Symposium banner). It is strictly forbidden to use the EADV logo in conjunction with a product name.

The EADV logo and Spring Symposium banner cannot be modified. All publications using the EADV logo must be sent for prior approval to exhibition@eadvsymposium.org. No approval will be given whenever any product name is mentioned in the invitation text. Any improper use of the Virtual Spring Symposium banner or EADV logo will give the EADV the right to legally pursue the company as per EADV logo form and use policy.

1.4   Ancillary Events

Any types of virtually and non-virtually-organized ancillary activities, should not compete with the Virtual Spring Symposium official meetings, industry satellite symposia and HUB or any other official events during the Virtual Spring Symposium.

During the EADV Virtual Spring Symposium, the **below blackout hours** apply:

Thursday, 6 May 2021: 07:30 – 19:30
Friday, 7 May 2021:   07:30 – 19:30

For more information, please refer to the Ancillary Events Guidelines.

1.5 Applications and payment policy

The application for industry sessions will be treated on a 'first-come-first-served' basis starting from the exact date and time of the official sales opening in January 2021.

Applications must be submitted through the industry Online portal. Requests and/or orders submitted by email will not be accepted. Click here to access the EADV Spring Symposium Industry Online Portal.

If you already have an account:
Please access with the same credentials.

If you have never registered:
Please Sign Up and fill in all requested information to create your account.

Please note that all opportunities listed on the Industry Online Portal require acceptance of the EADV General Terms and Conditions.

An invoice payable within 30 days is sent to the company after approval of the application by the EADV. Payments can be made by bank transfer only. Credit cards are not accepted.

For special invoice requirements or changes of invoicing address, please contact the Industry Services Department (exhibition@eadvsymposium.org). Please note that **for any invoicing detail's changes** received after issuing of the invoice, **an administrative fee of EUR 60 will be applied**.

For the applications received after the 9 April 2021 a full payment is required within 1 week. If not differently agreed with the EADV, the non-payment by this deadline may lead to the cancellation of any services booked.

2 SATELLITE SYMPOSIA

2.1 Introduction

Morning, lunch and evening Satellite Symposia slots are organised on the two main conference days with an unlimited room capacity. For this Virtual Spring Symposium edition, a total of three rooms, each with three different time slots per day are made available to the industries. Satellite Symposia can be organized either fully pre-recorded, simulive (prerecorded presentations and live parts) or fully live.

2.2 Services and benefits included in the package

- Provision of a virtual room in the EADV Virtual Spring Symposium platform
- Upon request, the opportunity to order at a fee one assisted pre-recording upload and preview.
- Upon request, and availability, one rehearsal slot. Any additional ordered will be invoiced.
- Upon request, a 1 minute advertising trailer per symposium inside the Company Session detail page. Trailer production is under the organiser responsibility
- Upon request, the opportunity to order at a fee any additional services. More information are available in the following pages.
- Upon request, a speaker assisted recording service may be organised with the EADV supplier (additional fee may apply)
- General technical support
- Standard analytics (viewer count, unique viewer count, average view time, individual login time and individual view time)
- Opportunity to organise a fully pre-recorded, simulive (pre-recorded presentations + live parts) or fully live sessions.
- One Poster (1368 wide x 1368px high) to be included on the Industry Session Poster Gallery of the EADV Virtual Platform
- Publication of the Satellite Symposia programmes with the organiser logo on the Spring Symposium website
- A one-time email e-blast including all Industry Session programmes, logos, titles and times, prepared by EADV approximately one month before the event starts and sent to all registered participants having accepted to receive Industry information related to the Spring Symposium.
- Use of the Virtual Spring Symposium banner on invitations and promotional documents (to be approved by the EADV at exhibition@eadvsymposium.org)

2.3 Satellite Symposia slots and prices

Depending on the time slots, Satellite Symposia have a duration of 60 or 90 minutes and they take place outside the official Virtual Spring Symposium schedule and core programme.

Satellite Symposia slots are available from **Thursday 6 May** to **Friday 7 May 2021** as follows.

Thursday, 6 May 2021:	**Friday, 7 May 2021:**
- 3 parallel morning slots (07.30 to 08.30)	- 3 parallel morning slots (08.30 to 09.30)
- 3 parallel lunch slots (12.45 to 13.45)	- 3 parallel lunch slots (12.30 to 13.30)
- 3 parallel *evening slots (17.45 to 18.45)	- 3 parallel *evening slots (17.45 to 18.45)

Evening slots can be 1hr 17:45-18:45) or 1.5hrs 17:45-19:15)

Room Name	Capacity
Room 1 - Archive Hall	Unlimited
Room 2 - Despachantes Hall	Unlimited
Room 3 - Noble Hall	Unlimited

Slot Day	Slot Time	Price
6 May, 2021 7 May, 2021	**Morning Slots** 07:30 – 08:30 08:30 – 09:30	EUR 10'000
6 May, 2021 7 May, 2021	**Lunch Slots** 12:45 – 13:45 12:30 – 13:30	EUR 20'000
6-7 May, 2021	**Evening Slots** 17:45 – 18:45/19:15	EUR 15'000

To review the available rooms/timeslots please refer to the Industry Online Portal or contact the EADV Industry Services Department at exhibition@eadvsymposium.org.

All above listed prices will include **VAT** if applicable.

2.4   Rules for Satellite Symposia

- On approval, the Virtual Spring Symposium Banner and EADV logo may be used in conjunction with the sponsor logo for advertising purposes (see the policy and form about the use of the EADV logo and Spring Symposium banner). It is strictly forbidden to use the EADV logo in conjunction with any product names. All publications using the EADV logo or Virtual Spring Symposium banner have to be agreed and preapproved by the EADV before deployment.
- No subtitles or translation is provided during any session. The official language of Satellite Symposia is English.
- To ensure the scientific quality and scope, all Satellite Symposia programmes must be submitted for review and approval to the Industry Services Department – exhibition@eadvsymposium.org, no later than **12 February 2021.**
- Notify at exhibition@eadvsymposium.org whether you want to proceed with a full sessions recordings or separate talks recording. The EADV always suggest to record and upload each talk separately.
- Once the title, programme and detailed content are approved, changes must not be made without the specific approval of the EADV.
  In case of replacing/adding/cancellation of a speaker until 5 days before the event start date, the Organizing Secretariat or the Pharmaceutical Company must submit to EADV Industry Services Department a specific declaration, stating that no changes have been made to the session and presentations titles as well as to the scientific content of the programme.
- Up to a maximum of two company representatives, one Q&A moderator and the faculties have access to the designated virtual room 15 minutes before the assigned session starting time.
- Due to technical requirements, the time assigned to satellites cannot be extended. Streaming will have to be interrupted at the end of the session except for special circumstance and upon agreement with the EADV.
- As a multidisciplinary audience will be attending the Spring Symposium, the EADV will assign different tickets to Healthcare Professionals (HCPs) and Non-Healthcare Professionals (NON-HCPs).
  Access to any industry sessions where data or research of prescription medicines is presented will be limited exclusively to Healthcare Professionals (HCPs) only.
- Industry Session organisers may limit participation to certain representative groups independently from EADV recommendations if deemed imperative to the achievement of the intended purpose of the Industry session. The organising company reserves the right to refuse single tickets, in particular if not adequately related to the objective and purpose of the session. If the case the EADV must be informed in advance of any restrictions you wish to apply for approval.

3   INDUSTRY HUB

3.1   Introduction

Industry HUBs have a duration of 45 minutes and they aim to provide the industry with a dedicated virtual room to present HCPs researches, product innovations or provide product demonstrations in a smaller setting during the official Virtual Spring Symposium schedule and core programme. The attendance will be limited to 100 participants.

Industry HUBs can be organized either fully pre-recorded, simulive (prerecorded presentations and live parts) or fully live.

3.2   Services and benefits included in the package:

- Provision of a room in the EADV Virtual Spring Symposium platform
- Upon request, the opportunity to order at a fee one assisted pre-recording upload and preview.
- Upon request and availability, the opportunity to order at a fee a rehearsal slot.
- Upon request the opportunity to order at a fee any additional services. More information are available in the following pages.
- Upon request, a 1 minute advertising trailer per Industry HUB inside the Company Session detail page. Trailer production is under the organiser responsibility
- Upon request, a speaker assisted recording service may be organised with the EADV supplier (additional fee may apply).
- General technical support.
- Standard analytics (viewer count, unique viewer count, average view time, individual login time and individual view time)
- Opportunity to organise a fully pre-recorded, simulive (pre-recorded presentations + live parts) or fully live sessions.
- One Poster (1368 wide x 1368px high) to be included on the Industry Session Poster Gallery of the EADV Virtual Platform
- Publication of the Industry HUB programmes with the organiser logo on the Spring Symposium website.
- A one-time e-blast including all Industry Session programmes, logos, titles and times, prepared by EADV approximately one month before the event starts and sent to all registered participants having accepted to receive Industry information related to the Spring Symposium.
- Use of the Spring Symposium banner on invitations and promotional documents (to be approved by the EADV at exhibition@eadvsymposium.org)

3.3   Industry HUB Slots availability and prices

Industry HUB slots have a duration of 45 minutes and they take place during the official Virtual Symposium schedule and core programme. The Industry HUBs' rooms are limited to 100 people and the EADV will ensure that this limit is respected.

Industry HUB slots are available from **Thursday 6 May** to **Friday 7 May 2021** as follows:

Room Name	Capacity
HUB 1	100 pax

Slot Day	Slot Time						Price
	Morning			*Lunch*	*Afternoon*		
Thursday, 6 May 2021	08:30 09:15	09:30 10:15	10:30 11:15	11:30 12:15	13:45 14:30	14:45 15:30	EUR 4'000.00
Friday, 7 May 2021	08:30 09:15	09:30 10:15	10:30 11:15	11:30 12:15	13:45 14:30	14:45 15:30	EUR 4'000.00

The EADV reserves the right to change these times or add additional slots.

To review the available rooms/timeslots kindly check the Industry Online Portal.
All above listed prices will include **VAT** if applicable.

3.4   Rules for industry HUB

- On approval, the Spring Symposium Banner and EADV logo may be used in conjunction with the sponsor logo for advertising purposes (see the policy and form about the use of the EADV logo and Spring Symposium banner). It is strictly forbidden to use the EADV logo in conjunction with any product name. All publications using the EADV logo or Spring Symposium banner have to be agreed and preapproved by the EADV before deployment.
- Only single Power Point projection is provided. No subtitles or translation is provided during any session. The official language of Industry HUB is English
- To ensure the scientific quality and scope, all Satellite Symposia programmes must be submitted for review and approval to the Industry Services Department – exhibition@eadvsymposium.org, no later than **12 February 2021.**
- Notify at exhibition@eadvsymposium.org whether you want to proceed with a full sessions recordings or separate talks recording. The EADV always suggest to record and upload each talk separately.
- Once the title, programme and detailed content are approved, changes must not be made without the specific approval of the EADV.
  In case of replacing/adding/cancellation of a speaker until 5 days before the event start date, the Organizing Secretariat or the Pharmaceutical Company must submit to EADV Industry Services Department a specific declaration, stating that no changes have been made to the session and presentations titles as well as to the scientific content of the programme.
- Up to a maximum of two company representatives, one Q&A moderator and the faculties have access to the designated virtual room 15 minutes before the assigned session starting time.
- Due to technical requirements, the time assigned to Industry HUBs cannot be extended. Streaming will have to be interrupted at the end of the session except for special circumstance and upon agreement
- As a multidisciplinary audience will be attending the Spring Symposium, the EADV will assign different tickets to Healthcare Professionals (HCPs) and Non-Healthcare Professionals (NON-HCPs).
  Access to any industry sessions where data or research of prescription medicines is presented will be limited exclusively to Healthcare Professionals (HCPs) only.
- Industry Session organisers may limit participation to certain representative groups independently from EADV recommendations if deemed imperative to the achievement of the intended purpose of the Industry session. The organising company reserves the right to refuse single tickets, in particular if not adequately related to the objective and purpose of the session. If the case the EADV must be informed in advance of any restrictions you wish to apply for approval.

4 ADDITIONAL SERVICES

Add a quality selection of additional services to your industry session in order to get familiar with all technical functionalities, retrieve leads, increase interaction, promote and complete participants experience even after the two live Spring Symposium days with your on-demand content.

4.1 Lead retrieval

This service allow to collect participants details in an easy way. A pop-up will appear when delegates enter your symposium for the first time (per day). Please note that attendees can enter your symposium and have the free choice to submit data or enter anonymously. You will have access to the collected information and export data at any time after the session. Every single contact request is listed and the following information provided if participants have once agreed to the terms:

Time/date stamp, Gender, Title, First Name/Last Name, e-mail, City, Country, Department, Clinic, company Name, Area of Interest and HCP status.

- Lead retrieval pop-up message linked to registration data on symposium room access
- Companies can add individual terms and conditions
- Collected data will be saved in company account
- Collected data remain accessible at any time

Price per lead retrieval/session	EUR 1'500 + VAT if applicable

4.2 Meeting for assisted preview of industry session

- Personal appointment with technical support (up to 1 hour)
- Recorded presentations can be uploaded separately via the system as MP4 (h.264 MPEG-4 AVC) files
- Preview of uploaded content
- Questions regarding the session configuration (i.e. session description, PDF upload etc.) can be addressed during the meeting

Price per assisted preview	EUR 2'000 + VAT if applicable

4.3 Rehearsals

Upon confirmation of your order by the EADV, you will receive a moderator, speakers, chairs links from the supplier to the booking platform in order to book your preferred date and time for the rehearsal. Please note that one rehearsal has the duration of 60 minutes. In order for the rehearsal to take place, you will have to ensure that all session material has been uploaded in the EADV platform. Kindly note that in addition to the speakers, up to two company representatives can be invited during rehearsals.

- Rehearsal of the sessions procedure (including polling, evaluation and/or Q&A if any booked)
- Up to 60 minutes rehearsal with speakers and 2 company representatives
- General instructions and technical check of speaker's hardware

Requirements:
- Pre-recording .mp4/presentation slides .pptx to be uploaded in advance

Price per Rehearsal	EUR 3'000 + VAT if applicable

4.4 Recording of live symposium, including discussion

This service allows a professional video recording and mp4-format production of the session. This is a session-based recording including panel discussions and Q&A, as well as the option to post-production at an additional fee. The recording is available to be delivered within 72hrs after the session.

- Export of the session recording as MP4 (ppt + video + sound)

Requirements:
- For live/simulive sessions only

Price per Recording	**EUR 3'000** + VAT if applicable

4.5 Break out room

A video meeting channel to realize a break-out session after an industry session. This service includes the setup of a channel and integration of a "join meeting" button in the live-stream player. The channel will be managed by a company representative. The Q&A discussion can be continued inside the break-out room if the session end time is exceeded. Button in MTV is either time triggered or will be shown on click by a technician.

- Maximum duration of 60 min
- Maximum 100 participants
- Requirements: contact e-mail of company representative, availability timeframe

Price per channel/session	**EUR 3'000** + VAT if applicable

4.6 Individual session evaluation via questionnaire

This service allows to get a detailed and customised digital evaluation of your session in your corporate branding. Evaluation questions are an interactive feature during the live, simulive and pre-recorded sessions.

- Get a detailed and customized digital evaluation of your session in your corporate branding
- It is anonymous, encrypted and helps to get feedback
- A maximum of 8 questions per Survey can be configured
- Evaluation can remain available on-demand
- Companies will receive the results included in an Excel file

Price per Evaluation	**EUR 2'500** + VAT if applicable

4.7   Polling

Polling questions are an interactive feature during the simulive and Live Session.
This service allows to add interactive polling to your session to assess the knowledge of your audience and to stimulate engagement and interaction. Integrated with the live online presentation management system, participants will vote via the livestream. Questions, as well as the results, will be visible for the audience underneath the session Player, when activated by the supplier tech host or the Session Moderator.

- Assess the knowledge of your audience
- Voting through the livestream viewer
- Integrated in the presentation management system
- Activated by the technical host

<u>Requirements:</u>
- For live or simulive sessions only - not available for pre-recorded only or on-demand session

Price per Polling	EUR 2'000 + VAT if applicable

4.8   Symposium Player

The Symposium Player is going to appear at the bottom of your company profile page and include all your Industry session presentations organised at the Virtual Spring Symposium. If you would like to brand your symposium player, you can add a preview image via the Company Profile backend. Please be aware that only one image for all presentations and sessions can be included.

- Integration of webcast player in company profile
- display of webcasted symposium in profile

<u>Requirements:</u>
- Only for Industries having ordered an Industry Session and a Company Profile

Price per activation	EUR 800 + VAT if applicable

4.9   Advertising trailer

The advertising trailer is hosted inside your booked room during the break (for a minimum of 10 minutes), right before your session is broadcasted. The trailer, lasting 1 minute, will be repeated until the very beginning of your session.
Your session trailer video must be recorded and produced with your own agencies.
For Industry sessions addressing issues or research related to prescription-only medicine or products, trailer must mention that the session is restricted to Healthcare Professionals only.

- mp4 file (1920 x 1080 px) of MAX. 1 minute

Price per trailer/session	EUR 1'000 + VAT if applicable