

ABIS – The Academy of Business in Society
19th ABIS Annual Colloquium
“Coming full circle? Sustainability and future-proof global recovery”
November 24-25
Online, live-streamed

Participants’ Briefing

Event Title	19th ABIS Annual Colloquium “Coming full circle? Sustainability and future-proof global recovery”
Date and Time	November 24-25, 2020 – 14.00-17.30 CET (Brussels)
Format	ZOOM Meeting sessions: participants and speakers are asked to come with CAMERA ON and MUTED We encourage all participants to turn their cameras ON as we would like to provide the speakers and the participants with the best event experience and a more in-person feeling of the discussions.
	<i>Facilitators and Moderators:</i> <ul style="list-style-type: none"> • Karolina Sobczak, Member Relations and Data Manager, ABIS • Ivo Matser, CEO, ABIS <i>Technical Assistance:</i> Katarina Haluskova, Project Communication Specialist, ABIS <i>Chat facilitator:</i> Jason Chang, Business Development and Innovation Specialist, ABIS <i>Whova Assistance:</i> Mafous Lassissi, Office Manager, ABIS
Audience	75-80 participants – 60% academic experts, 16% business representatives, 10% students, 14% other (NGOs, civil society organizations, independent consultants)
Audio & Video Recording	The sessions will be recorded. The recorded sessions will be provided exclusively to the registered participants and send out few days after the event via Eventbrite email. We ask all the participants to come with a camera ON and muted .
Hosting & Technical support	<ul style="list-style-type: none"> • The links to the event were sent by mail on Monday, 23.11. They will be again send out one hour before the event starts. You can also access them on Whova. • The participants will be welcomed in a waiting room before they are accepted to the event and sessions • The participants are asked to come with camera ON and MUTED • The participants are encouraged to use all the ZOOM functions – see the participants list, chat, show support by giving reactions • During the panel discussion, the participants can type in questions and comments in the chat function that they would like the speakers to elaborate on. Please do refer to whom the question is asked.

	<ul style="list-style-type: none"> • In live discussions sessions, the participants will be divided into smaller breakout rooms (4-5 participants) to be able to discuss expectations, takeaways and share relevant insights from experiences. The live discussions aim to bring more interactions and networking possibilities into this virtual event. The sessions will be facilitated and explained further by Karolina Sobczak. • The hosts will be able to mute or even kick out a participant if the participant will cause any disruptions to the event.
Whova	<ul style="list-style-type: none"> • The participants are encouraged to use Whova for full event experience, more discussion interactions and networking possibilities • Sign in the Whova webapp or mobileapp with your email and dive in! • Submit any questions for the panel discussions beforehand • View the event agenda and plan your schedule • Connect with the other fellow attendees one-on-one and schedule virtual meet-ups • Create and converse through various Discussion Topics • Access live streams • Participate in our contests!