



**Online access guidelines to participate in the 24th online IBC Annual General Meeting
and online meetings of the Working Committees
on September 14 to September 17, 2021**

Online access to the events in the course of the 24th Annual General Meeting is only granted to registered members and invited guests of the IBC.

General online access guidelines:

- access to the events is granted to the timely registered IBC members and their guests only. The registration is open on the IBC website;
- access to the events starts on the scheduled day one hour prior to the announced opening of the events;
- while accessing the events, please indicate your name in Latin letters (for instance: Ivan Ivanov);
- to address questions to the speakers please use a live chat;
- for smooth streaming please secure your stable internet connection.

For speakers:

- technical support service shall switch between PowerPoint presentation slides;
- to call for a switch the speaker shall say: “next slide, please”

For more information, you can contact the IBC Secretariat by phone: +49 30 206 727 03 or e-mail: info@ibc-secretariat.org

In case of any technical problems during the streaming please contact Mr. Eric Mkrtchyan, ExpoForum via phone +7 921 424 20 51.

We wish you interesting and productive meetings!

With kind regards,
IBC Secretariat