

8. PARTICIPATING IN ONLINE CONFERENCES



What is it?

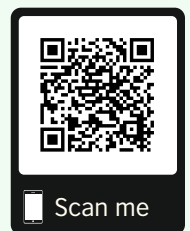
An online conference is a professional event that takes place on a virtual platform. It's similar to a face-to-face conference and has a lot of interaction. The only difference is that attendees and presenters aren't in the same room. They are online!

Why attend?

Attending face-to-face conferences can be expensive and time-consuming. Online conferences give you access to experts and interesting talks from the comfort of your own home. Many of them are free or at a low cost. Nowadays, many face-to-face conferences also broadcast their main events live online.

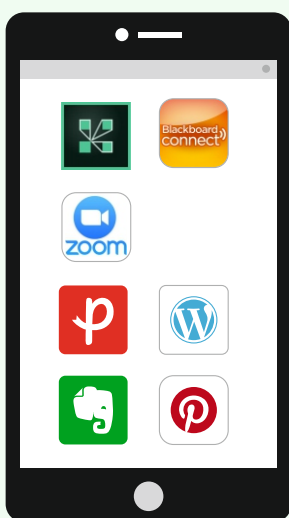
Finding online conferences

Online conferences are organised throughout the year by teacher associations, education providers, publishers and communities of practice. Scan this QR code to see a list of conferences.



Registering

You may need to register in advance for the conference. A link will be mailed to you. If the date or time of the conference are not convenient for you, try to find out if the sessions will be recorded.



Conference apps

Use your registration email to find out what platform is being used to host the conference. Platforms like Adobe Connect, Blackboard Collaborate and Zoom have smartphone apps that can be used to attend the conference.



This guide uses Quick Response (QR) codes. To scan these codes, look for the app in Google Play or App Store and download it for free. To access resources, open the app and hold it above a QR code.

Participating in online conferences

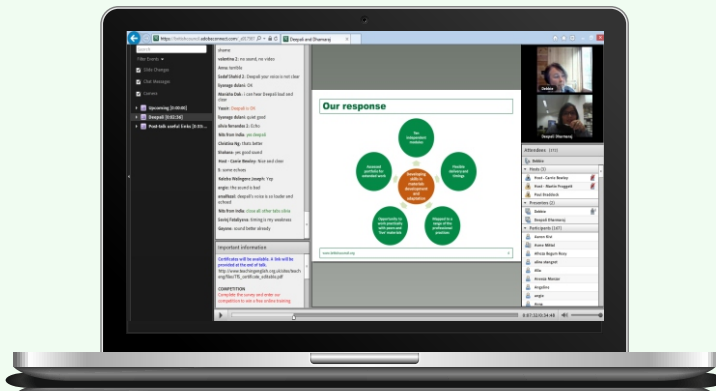
Becoming familiar with online conference platforms



Online conferences usually take place on webinar platforms. The most commonly used platform is Adobe Connect but the layout is similar across platforms. After you access the conference

link, you'll notice that your screen has different sections. Let's become familiar with these sections.

(For more information on making webinar presentations, take a look at the guide: Giving webinar presentations.)



1. The presenter's video will appear in the top left corner of your screen. While the presenters will be able to use their webcam and audio, participants won't be able to.
2. A list of attendees will be displayed below the video. You need to type your name when you log in. It's good idea to add your country after your name for example Radhika (India).
3. The middle section of the screen displays the presentation slides.
4. There is also a section where you can read comments from the presenters and other attendees.
5. You can also participate in the discussions by adding your own comments and taking part in any activities or tasks given by the presenters.



Find out if the conference has a hashtag (e.g. #iateflonline) and use this to connect with other teachers on social media.

Guidelines for participation

- Online conferences are usually recorded so ensure that your comments are professional and polite.
- Don't share personal details such as phone numbers or email addresses in the chat. Don't ask for contact details.
- While it's good to find attendees from your town or district, don't have personal conversations with them.
- Save the certificate of attendance which will be shared during the conference or emailed later.

This guide is linked to the British Council CPD Framework for Teachers.

It develops the professional practice:

Integrating ICT: Promoting collaborative and participatory learning by exploiting online communities, tools and platforms.

Stage: Understanding