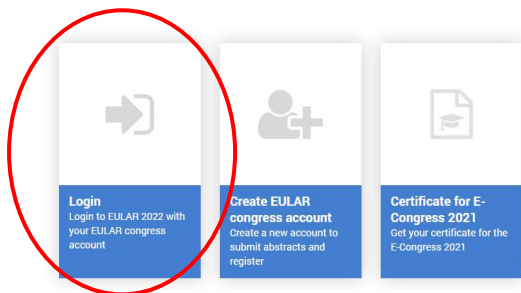
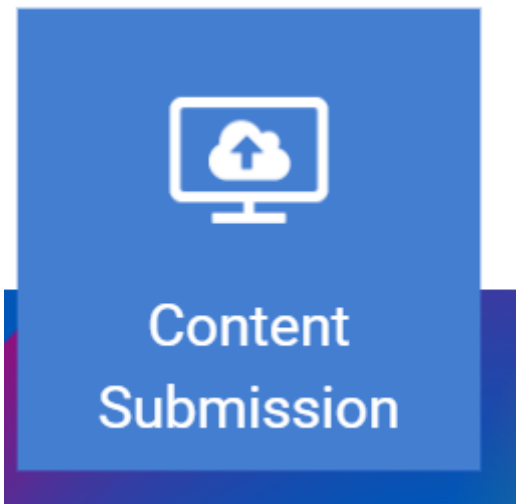


EULAR 2022: Upload guidelines

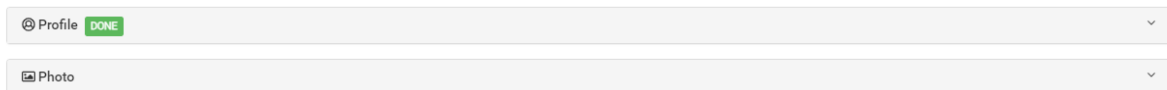
1. Please go to the [EULAR Congress system](#) and log into your account:



2. Proceed to click on the box "Content submission":



3. If your Profile information and Photo are not finalised yet, please add this information:



4. Further down in the "Content" section you will see the list of your assigned presentations to be uploaded:

The screenshot shows a 'Content' management interface with three content items. Each item includes a presentation icon, a submission deadline, and a 'Start submission' button. The first item is for 'Rheumatology in Europe' on 02 June 2022 at 01:35 PM in Auditorium 12, with the title 'EU 2022: Connecting the dots' and 'Invited Speaker' status. The second item is for 'How to deliver a good scientific presentation' on 02 June 2022 at 04:35 PM in Auditorium 10, with the title 'How to give a good scientific presentation' and 'Practical Skills' status. The third item is for 'Congress Hall A3' on 03 June 2022 at 01:32 PM. Each item has a red warning banner at the top that says 'LIVE PRESENTATION FILE MISSING' and 'PRE-RECORDING / BACKUP FILE MISSING'.

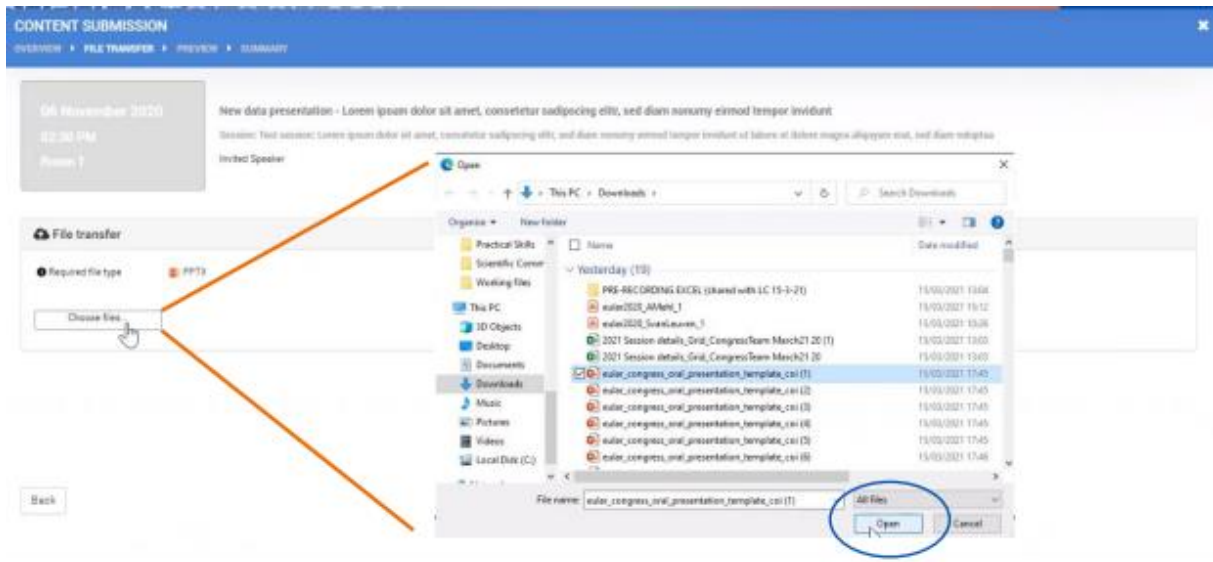
5. To start the submission, please click on the “Start submission” button:

This is a close-up of the 'Start submission' button from the second content item. The button is blue with a white cloud icon and the text 'Start submission'. It is circled in red. The surrounding text includes the submission deadline '02 June 2022 04:35 PM' and the title 'How to give a good scientific presentation'.

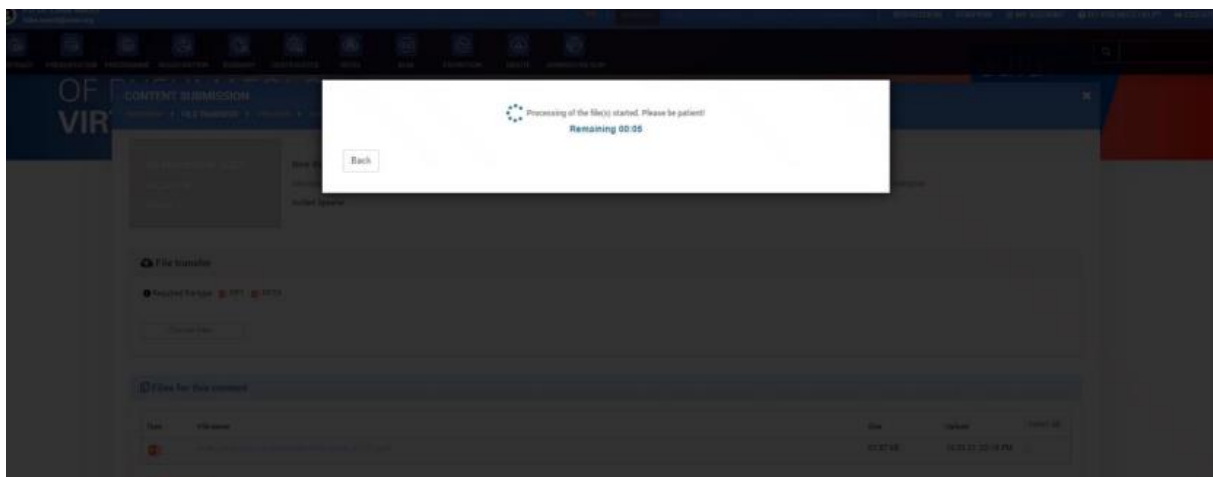
6. Kindly accept the mandatory *EULAR Webcasting policy* for each content upload and click “Next”:

The screenshot shows the 'Webcasting policy' acceptance screen. The title 'Webcasting policy' is circled in red. Below the title is a paragraph of text explaining the policy and a 'Download' link. At the bottom right, there is a radio button selected for 'Yes' next to the text 'I accept the condition 'Webcasting policy''. The 'Next' button is also circled in red. A 'Back' button is visible on the left.

7. Click “Choose files” and a pop-up window will appear, then select your desired file and click “Open”:

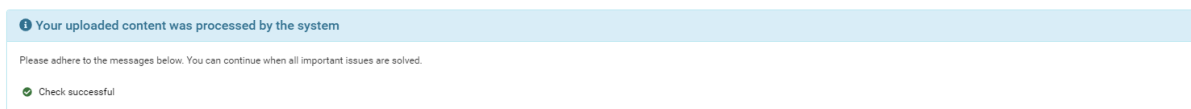


8. A pop-up window will appear and the presentation will be automatically processed.
The processing time will depend on the file size:



9. In the end of the process, you will see a report message.
 If everything is alright with your file, the message will be "Check successful".

If you see any error message, then there is an issue with your file. Please email techsupport@eular.org immediately with a screenshot and we will assist you from there.



10. In the end of the process, if everything is right, you will see the green buttons for your uploads:

Welcome to the content upload

Welcome to the content submission

In the next steps you will supply all necessary information for your program content (presentations & posters). Upload your files, which you prepared following the guidelines for your congress. You might need to accept terms and conditions e.g. for Webcasting allowance and other data in the process.

When your file upload is done and the system automatically checked your files (this might take some minutes depending on the traffic and the size of your content), you will be able to get a preview of how your content will appear onsite and/or online.

You will also be informed if blocking issues appear with your uploaded file(s). For example, missing video files or corrupt presentation files. In this case, please take a screenshot of your problem and send it via email to techsupport@eular.org for further assistance.

Please also note that the maximum size for each uploaded file is 5.0 GB.


Make sure to use the latest possible browser version of Google Chrome, Apple Safari, Mozilla Firefox or Microsoft Edge to have support of the best upload experience.

Until the deadline for your content submission - **May 16 2022, 23:59 CET** you can access the module [here](#) and upload updated files.

Profile DONE

Photo

Content

 LIVE PRESENTATION FILE UPLOADED PRE-RECORDING / BACKUP FILE UPLOADED Edit

Date and place
01 June 2022 05:55 PM - Congress Hall 01

Session
The Yin and Yang of scleroderma and vasculitis

Title of your content
Oral Abstract Presentation

Submission deadline
Submission open until 16 May 2022 11:59 PM

Last change
30 March 2022 04:21 PM

Oral Abstract Presentation

If you see any error message, then there is an issue with your file. Please email techsupport@eular.org immediately with a screenshot and we will assist you from there.