

### Login and Upload of Recording Steps

Please follow the steps described below in order to enter the myEANM Area and upload the recording for the EANM'21 Congress..

Please log in via this (<https://myeanm.eanm.org/>) into your personal myEANM Area with your myEANM credentials (the **email address** to which you have received the recording information + your personal **password**).

In case you do not remember your password anymore, please use the button „Forgot password?“. In case you face any problems, please do not hesitate to contact me.

**Sign In**  
Online. Onsite. Ongoing.

Use your account to sign in



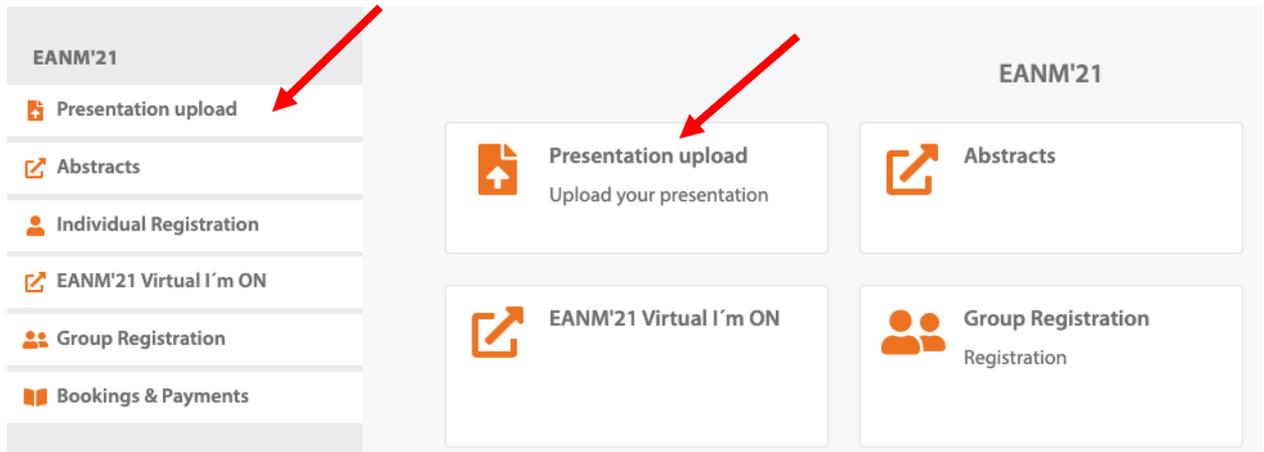
E-Mail  
E-Mail  
E-Mail is required.

Password

Remember me?

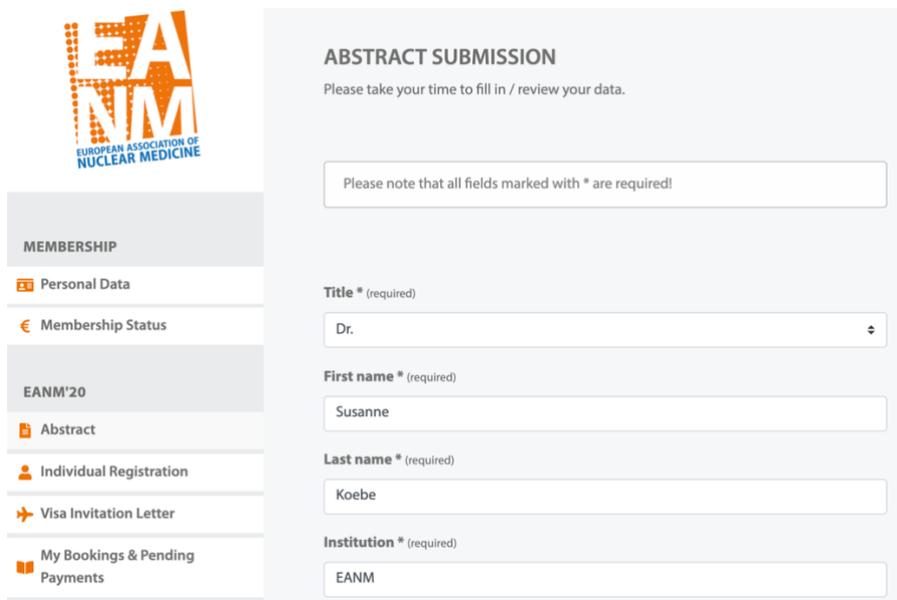
[Sign in](#) [Forgot password?](#) [Create a new account?](#)

Please click the button „Presentation upload“ either in the menu on the left-hand side or in the centre.



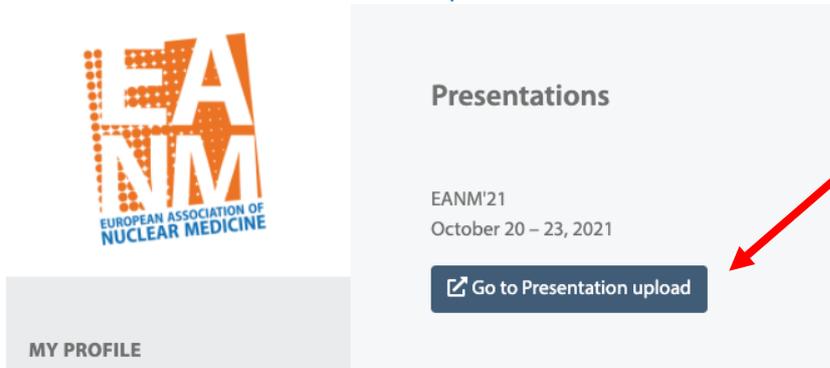
The screenshot shows the EANM'21 website interface. On the left, a vertical menu lists various options: Presentation upload, Abstracts, Individual Registration, EANM'21 Virtual I'm ON, Group Registration, and Bookings & Payments. In the center, there are four main content boxes: 'Presentation upload' (with the subtext 'Upload your presentation'), 'Abstracts', 'EANM'21 Virtual I'm ON', and 'Group Registration Registration'. Red arrows highlight the 'Presentation upload' button in both the menu and the central content area.

Confirm / Complete the data (if requested at all) and press **SAVE** at the bottom.



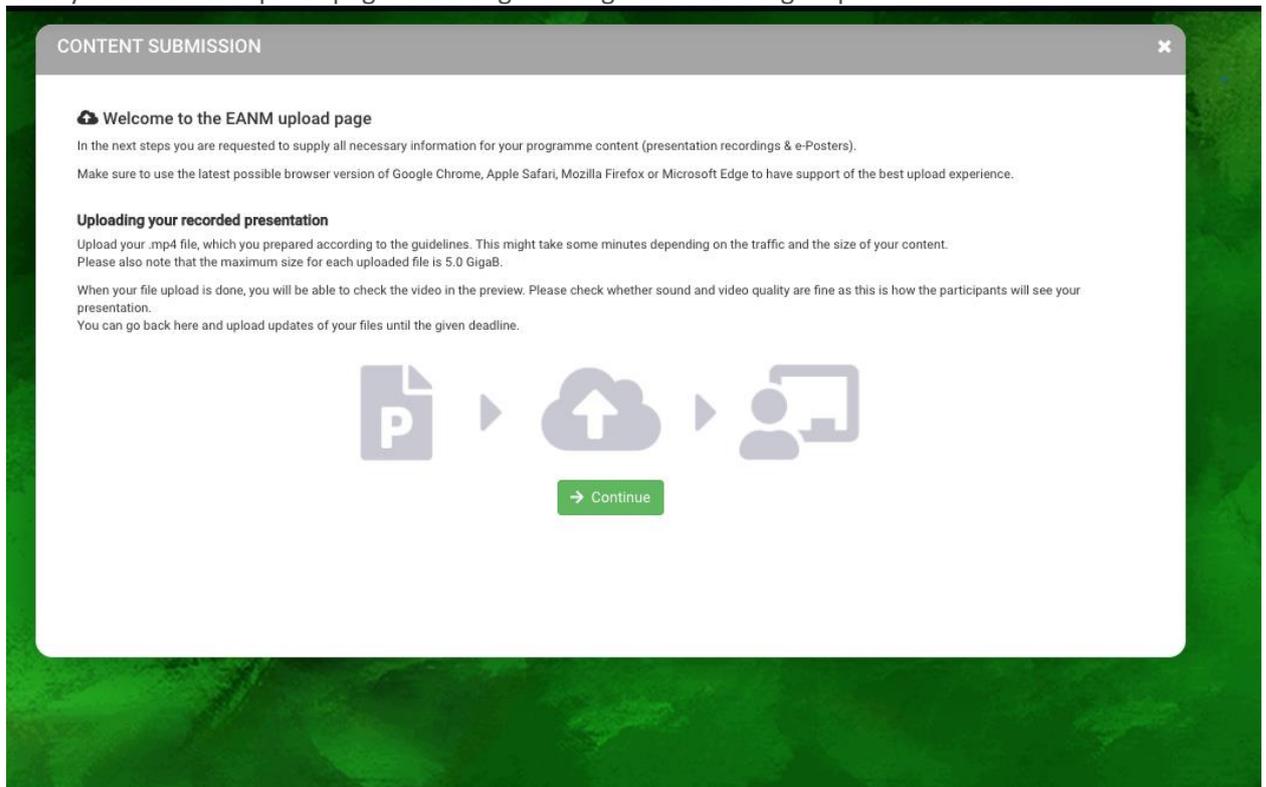
The screenshot shows the EANM'21 abstract submission form. On the left, a sidebar menu lists: MEMBERSHIP (Personal Data, Membership Status), EANM'20 (Abstract, Individual Registration, Visa Invitation Letter), and My Bookings & Pending Payments. The main content area is titled 'ABSTRACT SUBMISSION' and includes the instruction: 'Please take your time to fill in / review your data.' Below this is a note: 'Please note that all fields marked with \* are required!'. The form contains several input fields: 'Title \* (required)' with a dropdown menu showing 'Dr.', 'First name \* (required)' with the text 'Susanne', 'Last name \* (required)' with the text 'Koebe', and 'Institution \* (required)' with the text 'EANM'.

Please click on „Go to Presentation upload“



The screenshot shows a user profile page for EANM'21. On the left is the EANM logo and a 'MY PROFILE' button. The main area is titled 'Presentations' and shows 'EANM'21' for 'October 20 - 23, 2021'. A red arrow points to a button labeled 'Go to Presentation upload'.

Now you are at the upload page and can go through the following steps:



The screenshot shows a 'CONTENT SUBMISSION' window with the following text:

**Welcome to the EANM upload page**

In the next steps you are requested to supply all necessary information for your programme content (presentation recordings & e-Posters).  
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.

**Uploading your recorded presentation**

Upload your .mp4 file, which you prepared according to the guidelines. This might take some minutes depending on the traffic and the size of your content.  
Please also note that the maximum size for each uploaded file is 5,0 GigaB.

When your file upload is done, you will be able to check the video in the preview. Please check whether sound and video quality are fine as this is how the participants will see your presentation.  
You can go back here and upload updates of your files until the given deadline.

Below the text are three icons: a document with 'P', a cloud with an upload arrow, and a person at a computer. A green 'Continue' button is at the bottom.

If you like, you can upload a portrait picture of you. Use the Crop Tool to upload the right size.

#### Speaker photo

Upload a speaker photo for your presentations. Suggested aspect ratio is 4/3 for best results. This will be used in case you have live presentations, but will also be displayed next to your content in case there is a virtual congress. Please upload at least a photo with 640 x 480 px.

Choose photo...

On the next page you can decide whether you want to give the participants the chance to contact you via email.

Your email will NOT be displayed on the website – it will be a hidden link.

### Do you want to be contacted by the participants?

Please decide if you want to be contacted by viewers of your presentation.

Your email address will NOT be published, but participants can send questions or feedback via email.

Yes, I want participants to be able to contact me via email.

Afterwards please choose the presentation you want to upload now and click on “Submit content”.

No file present

20 October 2021

04:43 PM

Channel 2

Recorded Talk, 7 minutes: OP-0170 Phase 3 Study of <sup>177</sup>Lu-PSMA-617 in Patients with Metastatic Castration-Resistant Prostate Cancer (VISION)

Session: 502 The Top 3 Trials Sessions - 1- Prostate

▶ Submit content

You have to agree that EANM is allowed to publish you talk online on the congress platform.

No file present

20 October 2021

09:00 AM

on-demand

Recorded talk, 12 minutes: 6 test Talk Susanne Koebe

Session: 205 Joint Symposium 1 (EANM/ESSR): PET/MRI in MSK - Be Hybrid!

Terms and Conditions

By uploading your presentation, you give your agreement that EANM has the permission to publish the uploaded material on the congress platform.

I accept the 'Terms and Conditions'  Yes

Back

Next

In the next step you answer the Conflict of Interest (COI) questions:

INFORMATION FOR CONFLICT OF INTERESTS: SUSANNE KOEBE

CONFLICTS SUMMARY

**3. Conflict of interests**  
Please answer the questions

1) I or one of my co-authors hold a position as an employee, consultant, assessor or advisor for a pharmaceutical, device or biotechnology company. If yes, please specify name/position/company:  Yes  No

2) I or one of my co-authors receive support from a pharmaceutical, device or biotechnology company. If yes, please specify name/position/company/which project and whether support is in kind or monetary:  Yes  No

3) I or one of my co-authors hold property rights/patents for (radio)pharmaceuticals, medical devices or medical consulting firms. If yes, please specify name/position/company:  Yes  No

4) I or one of my co-authors have written articles for (radio)pharmaceutical, medical device, biotechnology or consulting companies during the last 5 years. If yes, please specify name/position/company/article/ journal and co-authors:  Yes  No

Back Save and finish

- 1) I or one of my co-authors hold a position as an employee, consultant, assessor or advisor for a pharmaceutical, device or biotechnology company. If yes, please specify name/position/company:
- 2) I or one of my co-authors receive support from a pharmaceutical, device or biotechnology company. If yes, please specify name/position/company/which project and whether support is in kind or monetary:
- 3) I or one of my co-authors hold property rights/patents for (radio)pharmaceuticals, medical devices or medical consulting firms. If yes, please specify name/position/company:
- 4) I or one of my co-authors have written articles for (radio)pharmaceutical, medical device, biotechnology or consulting companies during the last 5 years. If yes, please specify name/position/company/article/ journal and co-authors:

➔ They will be displayed automatically prior your presentation video, so you do not have to include them into your presentation. In case you did already, no problem.

A preview of the COI slide including your answers will open:

20 October 2021  
20:00 AM  
no internet

Recorded talk, 12 minutes, 1 host: TMR, Susanne Koebe  
Source: 2021 Joint Symposium | 2020-2021 | PPT/VIDEO & AUDIO - Be Hybrid

Preview: Slide of disclosure

**DISCLOSURE OF INTEREST**  
Dr. Susanne Koebe

**I have nothing to declare**

Back Next

On the next page you can choose your recording file – it must be a .MP4 file!

No file present

20 October 2021

09:00 AM

on-demand

Recorded talk, 12 minutes: 6 test Talk Susanne Koebe

Session: 205 Joint Symposium 1 (EANM/ESSR): PET/MRI in MSK - Be Hybrid!

File transfer

Required file type MP4

Choose files...

The upload goes through the following steps:

Data transfer

Uploaded 23.4% (6MB) Total 25.4MB

Uploaded files: 0% (0) Total files: 1

Uploading file: test.mp4

Elapsed time: 00:00:03s Estimated time: 00:00:16s Speed: 1.5MB/s

Your file(s) will be verified in a moment. Please be patient!

Back

The upload can take a while, depending on the size of your file, the traffic at the upload page, and the strength of your internet connection.

Once the upload is successfully done, you will see the following:

The presentation box is now coloured in green and you have the preview button available.

The screenshot shows a web interface with a green confirmation box on the left, circled in red. The box contains the text: "File uploaded", "20 October 2021", "09:00 AM", and "on-demand". To the right of this box, it says "Recorded talk, 12 minutes: 6 test Talk Susanne Koebe" and "Session: 205 Joint Symposium 1 (EANM/ESSR): PET/MRI in MSK - Be Hybrid!". Below this is a "File transfer" section with a "Required file type" of "MP4" and a "Choose files..." button. Underneath is a "Files for this content" table with one entry: "test.mp4" (26.67 MB, uploaded 23.07.21, 09:44 AM). A "Delete selection" button is below the table. A message box states "Your uploaded content was processed by the system" and "Check successful". At the bottom right, a red arrow points to a green "Preview" button.

Click on the “preview” button and check your video (for audio and video quality). This is how the participants will see it. If everything is fine, please click on the button “Finish”.

The screenshot shows a video player with a preview of a beach scene. The video is at 00:00. Below the player, there is a "Back" button on the left and a green "Finish" button on the right, with a red arrow pointing to it.

You can come back and upload another file at any time prior the upload deadline.

20 October 2021 09:00 AM

Upload done - Review/Edit

last change: 23/07/2021 09:44

A confirmation email will be sent to you, please check your email account.

### EANM'21 - presenter upload confirmation



abstracts

Heute um 08:55

An: Susanne Koebe

Dear Ms. Koebe,

Thank you for your uploading your presentation „test Talk Susi“.

Presentation: Recorded talk, 12 minutes

Presenter: Ms. Susanne Koebe

Files: test.mp4

In order to re-enter the page or upload further presentations until the given deadline, please follow this [link](#) or go to the website [myEANM](#).

With best regards,

Your EANM Congress Team

### ATTENTION!

What indicates that your upload was NOT successful?

In case you chose a wrong file (e.g. .mov instead of .mp4) or the upload process was not successful,

- the presentation box will remain grey,
- no preview button is visible and
- no confirmation email is sent.
- You get an error message: -> please see next page

The screenshot shows a file upload process. At the top, a grey box contains the text: "File uploaded", "20 October 2021", "09:00 AM", and "on-demand". A red circle highlights this box, with an arrow pointing to a text box that says "Box is still grey". Below this is a "File transfer" section with a "Required file type" of "MP4" and a "Choose files..." button. Underneath is a table titled "Files for this content" with columns for Type, File name, Size, and Upload. One file is listed: "test.MOV" with a size of 30.50 MB and an upload time of 22.07.21, 11:33 AM. Below the table is a "Delete selection" button. A large blue banner contains an information icon and the text "Your uploaded content was processed by the system". Below this banner is a yellow error message box: "The file type you uploaded does not match the requirements. Please provide a file as described in the 'required type'. Otherwise, the system will not be able to process your content correctly." A red circle highlights this error message, with an arrow pointing to a text box that says "Error message appears". To the right of the error message, another red circle highlights a missing "Preview" button, with an arrow pointing to a text box that says "No preview button visible".

In this case please try to upload your MP4 file once more.

In case of further problems, please do not hesitate to contact EANM at [abstracts@eanm.org](mailto:abstracts@eanm.org) .

And, again the reassurance for all presenters (except for Pre-Congress Symposium 1, 5, 12):  
 NO ONLINE PRESENCE will be required during the congress days.

All abstract presenters can upload their file without a valid congress registration. However, access to view the presentation is only possible with a ticket.

All Presenters will receive their certificate of presentation in November 2021.

**THANK YOU!**