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26th - 29th August 2021

Beautiful Narva, Estonia

# GLOBAL CONVERSATION 2021

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POLICY-MAKERS, CIVIL SOCIETY ORGANIZATIONS, MEDIA,  
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## INFORMATION PACKAGE

FOR SPEAKERS

#GC2021EE

#SDG2021Estonia

# Dear Keynote Speakers, Panelists and Moderators!

"Global Conversation 2021 " is approaching fast, and hereby please find important information on how to prepare for the conference and how to join to provide a smooth experience at the conference for you and for the participants.

## PREPARATIONS BEFORE THE CONFERENCE



1. Please be sure you have registered for the conference as a participant

<https://www.unsdg.ee/registration/>

Only registered participants can have access to all features of the conference (physical/virtual)!

2. Please check if your data and times of speaking are correct on the website:

<https://www.unsdg.ee/agenda/>

If there is any mistake, please contact [vassili@sscw.ee](mailto:vassili@sscw.ee)

Please be aware that all the time is in UTC +3h

3. Please upload your presentation by 24th August here:

[https://drive.google.com/drive/folders/140dxJzgg7yced4buR3ZuwQ0St\\_-pQRri?usp=sharing](https://drive.google.com/drive/folders/140dxJzgg7yced4buR3ZuwQ0St_-pQRri?usp=sharing)

or send to [vassili@sscw.ee](mailto:vassili@sscw.ee)

4. Please be aware, that speaking time is limited to 10 minutes exactly unless agreed differently with the Head Moderator. Please name the file with your name and the topic.

NB! Upload your videos/presentations/pictures, etc separately to the Drive folder (or sent to us).

We do not share the files with participants without any person sent from you.

We will use your presentation file in case you are not able to share the slides.

If you wish to have our assistant show your slides, please let [vassili@sscw.ee](mailto:vassili@sscw.ee) know of your preference.

5. Please inform the Zoom support team (when your participation is virtual) if you like to do any discussion in breakout rooms (for working groups)

6. As the conference is open for everybody, please be free to share your session and/or conference in your network.

You can also join the Conference`s Facebook here:

<https://fb.me/e/W126z9HX>



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# VIRTUAL PARTICIPATION CHECK-IN

1. Zoom Conference will be opened 30 minutes before the conference and its panel discussions start.

**You can find a link to Virtual Conference (Zoom) on the web:**

www.unsdg.ee or join directly here:

**27.08.2021 Join Zoom Meeting (Meeting ID: 875 3468 3564, Passcode: F7Ud5S) at 10:00 am UTC+3.**

[https://eventmedia-ee.zoom.us/j/87534683564?](https://eventmedia-ee.zoom.us/j/87534683564?pwd=Zi9QSVRCNE9ZL01wVDZCNVRQVGkxQT09)

[pwd=Zi9QSVRCNE9ZL01wVDZCNVRQVGkxQT09](https://eventmedia-ee.zoom.us/j/87534683564?pwd=Zi9QSVRCNE9ZL01wVDZCNVRQVGkxQT09)

**28.08.2021 Join Zoom Meeting (Meeting ID: 831 3935 1965 Passcode: OGMGN8) at 10:00 am UTC+3.**

[https://eventmedia-ee.zoom.us/j/83139351965?](https://eventmedia-ee.zoom.us/j/83139351965?pwd=Y0tseVZFwklJMjJLbmRxQ0JoRDVhUT09)

[pwd=Y0tseVZFwklJMjJLbmRxQ0JoRDVhUT09](https://eventmedia-ee.zoom.us/j/83139351965?pwd=Y0tseVZFwklJMjJLbmRxQ0JoRDVhUT09)

2. Please check - in the Zoom conference minimum 15-20 minutes before the panel discussion starts.

So you can do a technical check with our Zoom support team.

It's very important, so the organisers can help you quickly if there is any technical error.

3. Please add your full name, country and organisation you represent on your Zoom profile.

4. Please be aware that all the panel discussions will be recorded and can be published on official social media channels of the Global Conversation 2021.

5. If you have any trouble joining or during the session, please ask for help from the Zoom Support team (info@unsdg.ee).

**You are very welcome to participate in other sessions at the Conference, too!**

**If you have any questions, please contact:**

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+37255602993

**Technical Emergency contact:**

Daina Arfanova

+37253267778

info@unsdg.ee



**Conference Website and agenda:**

www.unsdg.ee