Becoming a Technical Assistant at ECER Plus 2022

Hello from EERA Office,

EERA, the European Educational Research Association, is seeking Technical Assistants for ECER Plus, the online part of our upcoming conference ECER 2022, Yerevan.

ECER 2022, Yerevan will be both an in-person event in Yerevan (ERC 22 – 23 August, ECER 23 – 25 August) and an online event (ECER Plus, 1 – 10 September). The theme of this year's conference is "Education in a Changing World: The impact of global realities on the prospects and experiences of educational research".

Being a Technical Assistant for ECER Plus will mean you will be working in an international team of students/researchers/professors of in the field of education to, as the EERA motto says, support "Research for the benefit of education and society". When you sign up to be a Technical Assistant, you will be able to indicate to us which of EERA's 33 Networks (and the Emerging Researchers' Group) you are most interested in and we will do our best to assign you to those sessions. Here you can view the Networks: https://eera-ecer.de/networks/eera-networks/. As technical assistant you will also have the possibility to attend all the ECER Plus sessions you are not hosting as a participant.

Free Entry to ECER 2022, Yerevan (in-person) *or* to ECER 2023, Glasgow
As an acknowledgement of the important role Technical Assistants will play during ECER Plus, EERA will offer all Technical Assistants a free entry to ECER 2022, Yerevan (in-person, including the Emerging Researchers' Conference) *or* to ECER 2023, Glasgow (including the Emerging Researchers' Conference).

What does being a Technical Assistant during ECER Plus involve?
ECER Plus sessions will take place on the conference platform via Zoom. Technical Assistants are the hosts of the Zoom meetings. They ensure that the Zoom meetings are opened on time and that the meetings run without major technical problems. In doing so they guarantee a positive conference experience for online participants. Technical Assistants will be supported by the technical back office whom they can contact if necessary. Each EERA session will also have a chairperson who will be responsible for the academic organisation of the session.

We ask that each Technical Assistant be available for a minimum of 2 full days (2 half days can count as a full day). If you are available for more, so much the better. 😊 As ECER Plus will be held in English, it is *very important* that you are comfortable communicating in English. The sessions will take place 1 – 10 September. There will be two morning sessions and two afternoon sessions.

In order to host these sessions, Technical Assistants will be asked to be available mornings 8:00 – 12:45 and/or afternoons 13:00 – 17:45 (CEST (Berlin) time).
You can find a time zone converter here:
https://www.timeanddate.com/worldclock/converter.html)

You as a Technical Assistants will:

- Attend one of the volunteer training sessions (online). There will two training sessions offered in the week 8 – 12 August and three offered in the week 15 – 19 August.
- Join the morning/afternoon briefing session with the Team Leader and your co-assistants.

- Open the assigned session as a host 30 minutes before the session begins.
- Activate the Waiting Room and only let in presenters and the chairperson.
- Help the presenters check their microphone, video and screen share.
- If necessary, explain the other functions of the Zoom session.
- When the session officially begins, let everyone from the Waiting Room into the session.
- Help the moderator/chair manage the time during the session.
- Deal with eventual technical difficulties with the support of the technical back office.
- Close the session.

Technical requirements:

- PC or laptop with camera and microphone with which you can reliably use Zoom
- **Stable LAN / WiFi connection (LAN is preferred!)**
- **We recommend using a headset.**

We would be delighted and thankful to have you join the EERA family in making ECER Plus a fruitful experience for all involved.

How to sign up to be a Technical Assistant
To sign up to be an ECER Plus Technical Assistant, please fill out this survey: https://cms.mcc-events.de/ecer-plus-technical-assistants/

Best regards,
EERA

Who is EERA?
For those of you who may not know, the European Educational Research Association (EERA e.V.) is the umbrella organization for more than 40 national and regional Educational Research Associations from all over Europe. EERA organises an annual conference, the European Conference on Education Research (ECER) which regularly draws over 2500 participants. You can find out more about EERA here: https://eera-ecer.de/about-eera/