

DRAGON 6 BATCH-2 PROJECTS KICK-OFF

10-12 December 2024, online event

GUIDELINES FOR PRINCIPAL INVESTIGATORS

The Dragon 6 European and Chinese PIs are kindly requested to follow carefully the guidelines below for the preparation of their project presentation and for the participation in the online event to be held from 10 to 12 December 2024 (AM in Europe / PM in China) on the WebEx Webinar platform. Please find the full preliminary programme for the three-half-day event at: <https://dragon6.esa.int/dragon-6-batch2-agenda>.

PREPARATION OF THE PROJECT PRESENTATION

The Dragon 6 European and Chinese PIs are kindly requested to prepare a **joint project presentation** to present an overview of their project. The presentations shall be in English. Please **download [HERE](#) the customised ppt template**. Each project will have 20 minutes to present their project including 2 minutes for the Q&A.

**** Presentations shall therefore not exceed 18 minutes to be jointly presented by the European and Chinese project PIs ****

Presentations must be designed in 16:9 format.

PARTICIPATION IN THE ONLINE EVENT

Should you have not done it yet, please **register [HERE](#)**. **The registration is MANDATORY** to obtain the WebEx links for participating in the sessions using your email address. Please use your full first and last name in English during the registration.

On the day of the session, please join the WebEx platform using the daily link.

Please check the online [programme](#) for your presentation date and time.

NOTE: If it is the first time you use WebEx you will be prompted to download the desktop version (it is recommended not to use the browser version). Additional WebEx technical instructions are available [here](#). Please ensure you have a reliable network connection.

The Presenters should **join the session 30 minutes prior to the session start time**. The technical host will promote you to the role of Panelist. You will be able to test your audio/video connection and the sharing option to ensure that everything works properly.

During the live session, the Chairs will have the full control of the session flow; they will introduce the European and Chinese project PIs and ask them to share their presentation. One of the two project PIs will have to share the presentation from her/his own laptop. Presenters are advised to try out the proper functionality of their presentation and ensure that formulas/animations/videos are shown correctly during the practice session preceding the live session. Please ensure that both European and Chinese PIs have a copy of the presentation to be able to share it in case of network interruption from the presenter's network.

A copy of the presentation in Acrobat pdf should be provided to the organisers via email to dragon@esa.int by no later than 8 December 2024. Please use the following filename convention for your presentation file:

D6-<abstract number>-<author surname>-<author given name>.ppt/.pptx/.pdf
E.g. D6-123-Smith-John.pdf

Following the event, the presentations in pdf format will be published on the website. Please note that the sessions will be recorded for internal purposes.