

connecting  
teachers

**BBELT**

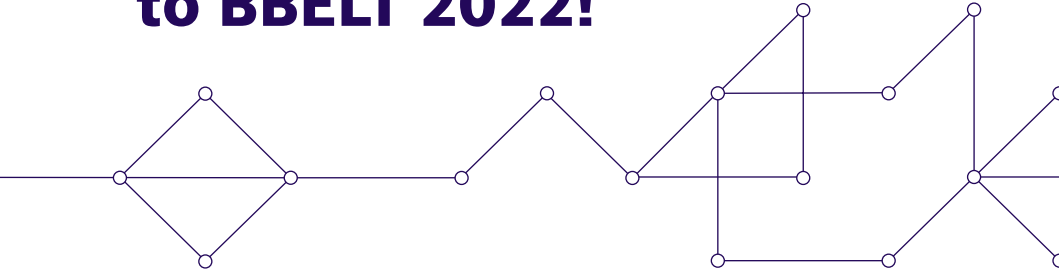
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Joining Instructions

empowering  
learners

# Welcome to BBELT 2022!



**Our warmest welcome** to the British Council BBELT 2022 virtual conference.

We are looking forward to welcoming you on Friday 18 and Saturday 19 February 2022 online.

During a 2-day programme, you will be able to choose from 6 plenary sessions, a poster exhibition, cultural events, networking activities, raffles, amazing awards, and 72 academic presentations, forums, talks, and workshops designed to introduce the latest trends and ideas in English Language Teaching (ELT). All this, alongside a virtual exhibition of the best ELT material available involving ELT-related exhibitors.

This year's conference theme, 'Connecting teachers, empowering learners' will be an opportunity for teachers and other ELT professionals to share experiences and good practice, and understand the importance of networking, trying out new ideas and extending knowledge. The conference will also be a space for reflection on how the role of the learner has changed and how teachers can empower students through English, and all skills required for the ever-changing new global context.

True to the spirit of BBELT, we want to celebrate the achievements of the international English language teaching profession and to connect with industry colleagues and friends.

**We've created this guide to help you join the virtual event and make the most of your attendance. This guide will show you how to access the event, navigate the virtual venue, and use each of its features.**

# When, where, and how to join BBELT

**FRIDAY 18 FEBRUARY, 08:30 ONWARDS, MEXICO TIME**

**SATURDAY 19 FEBRUARY, 08:45 ONWARDS, MEXICO TIME**

PLEASE, TAKE INTO CONSIDERATION THAT THE PROGRAMME SCHEDULE ANNOUNCED IS BASED ON CENTRAL MEXICO TIME.

## Friday 18 February

## Saturday 19 February

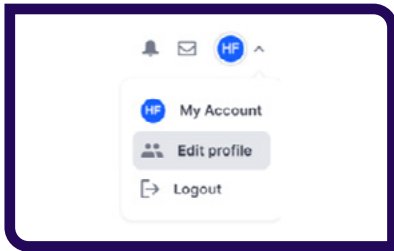
<b>08:30–09:00</b>	Login	<b>08:45–09:00</b>	Announcements
<b>09:00–09:20</b>	Opening ceremony	<b>09:00–10:00</b>	Plenary session D
<b>09:20–10:20</b>	Plenary session A	<b>10:10–11:10</b>	Concurrent sessions D
<b>10:30–11:30</b>	Concurrent sessions A	<b>11:20–12:20</b>	Plenary session E
<b>11:30–12:00</b>	Exhibition and chat break	<b>12:30–13:30</b>	Concurrent sessions E
<b>12:00–13:00</b>	Plenary session B	<b>13:30–14:00</b>	Exhibition and chat break
<b>13:10–13:30</b>	Posters	<b>14:00–14:20</b>	Posters
<b>13:30–14:30</b>	Lunch and Networking	<b>14:20–15:30</b>	Lunch and Networking
<b>14:30–15:30</b>	Plenary session C	<b>15:30–16:30</b>	Concurrent sessions F
<b>15:40–16:40</b>	Concurrent sessions B	<b>16:30–17:00</b>	Exhibition and chat break
<b>16:40–17:00</b>	Exhibition and chat break	<b>17:00–18:00</b>	Plenary session F
<b>17:00–18:00</b>	Concurrent sessions C	<b>18:00–18:30</b>	Raffle and closing ceremony
<b>18:10–19:30</b>	Networking and cultural event		

# How to make the most of your experience

## Before the event

### 1—JOINING THE EVENT

Join the event through the link sent via email.

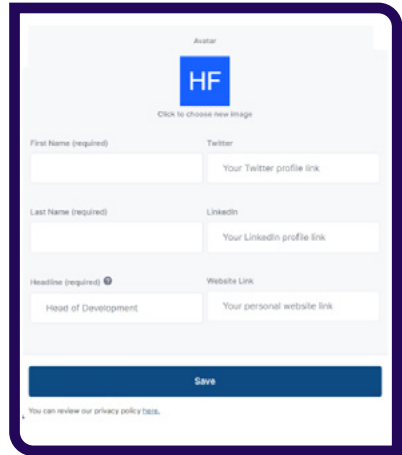


### 2—CREATE OR UPDATE YOUR PROFILE

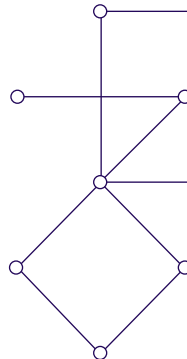
Help colleagues and friends to find you by creating or updating your profile with a headline (how you introduce yourself) and avatar (profile photo). This will also help the AI chatbot make your perfect one-to-one video matchmaking pair.

### 3—ORGANISE YOUR SCHEDULE

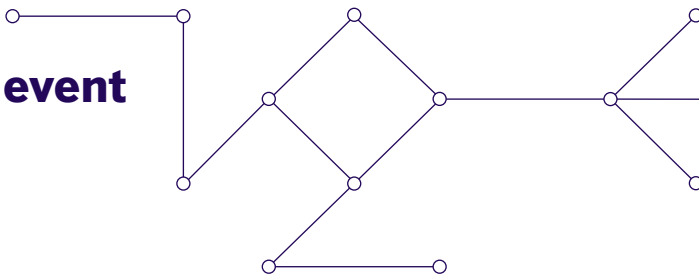
Get to know our speakers, activities, and sessions. Check the [Speaker Directory](#) or the [Event Schedule](#) to organize your schedule around the two days of the event.



To do so, click on the top right-hand image when you log into Hopin, and select edit profile - Here you can upload an avatar, as well as update your personal information.



# During the event



## LOBBY



Here, you can find out what's happening now, the schedule, announcements, event messages, and other updates. From here, you can access other virtual rooms via the panel on the left-hand side.

## PLENARY SESSIONS



The stage is where the plenary sessions will happen.

\*Times are established in the Central Mexico time zone.

## CONCURRENT SESSIONS



Choose the tab for the session that interests you most and scroll through the sessions to select one to join. Alternatively, you can use the search box.

\*Times are established in the Central Mexico time zone.

## EXHIBITION/POSTERS



Visit the best ELT material available, offered by our sponsors. Learn about innovative courses, books, apps, certifications, and more. Watch short videos. Join the booth's live chats – *Chat with...* Find the innovative posters and join the sessions according to the programme schedule.

## PEOPLE

Find the names of speakers and all the other attendees. You can send a direct message or "Invite to video call".

## CHAT

Join the live chat. You can access a live event chat from wherever you are on the site.

## NETWORKING



Connect and catch up!...  
Checking the programme schedule, take the opportunity to match up with a fellow attendee with your shared interests, in a short (three-minute) video networking call.

## REPLAY



This is the on-demand section.

- You can navigate around the platform and enter any of the activities happening in the moment from the lobby, or alternatively from the main menu, located on the left-hand side of your screen.
- All programmed sessions that are delivered during the two days of the conference will be available on demand – just use the Replay button.
- There is a Helpdesk in the Exhibition / Poster area of the platform in case you have any problems during the event. Please visit it and a member of staff will be able to assist you.

### 1—MAKE THE MOST OF THE NETWORKING AREA



This section will help you to match with other BBELT attendees from around the world. Video calls last three minutes in duration, before giving you the option to move on to the next call.

You can exchange contact information by clicking the “Connect” button. You will find your contacts in the ‘Connections’ page of your profile.

While you can’t extend the call time, if you’d like to continue the conversation, you can connect with or find the contact to send them a request for another video call.

However, if you would prefer to find a space where you can meet more people and initiate a group conversation, go to the Concurrent Sessions section where you will find Networking Rooms. Here you have the

opportunity to switch on your camera and join a group conversation or interact via the chat box.

Note: In case you haven't already, **create your profile** on the virtual venue.

## 2—INVITE TO VIDEO, CALL, OR SEND A MESSAGE

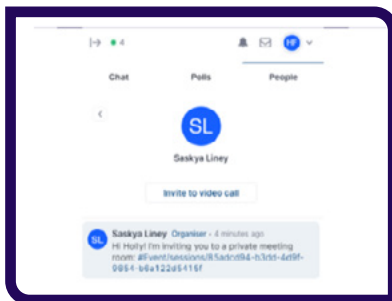
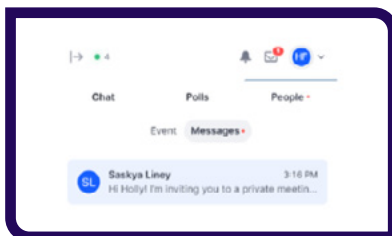
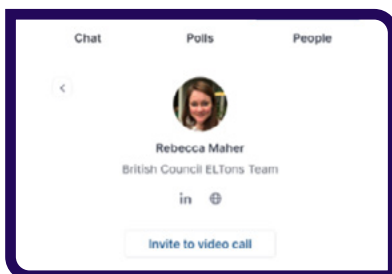
Catch up with colleagues and friends. You can invite them to a one-to-one video call.

In the right-hand panel above the chat, you will see a 'People' tab. Click on this to find the names of all attendees. Click on an attendee's name to send a direct message to them via the chat function.

Or you can click 'Invite to video call' to send a request for a video call, which will begin once they accept.

If someone has invited you to a video call or sent you a message, you'll be notified in the 'Messages' tab, and by a red dot appearing beside the envelope icon, which can be found in the top right-hand corner of the page beside your profile avatar.

Click on the envelope icon, then click on the message with the invite to video call, where you'll find a link to a private video session room. If the other attendee isn't in the call when you join, you can use the direct messaging facility to let them know you're ready, or to co-ordinate a time to meet.



One of the most important objectives of BBELT is to build a stronger community. Please help us to create an environment where everyone feels welcome to participate.

- a. Be considerate, respectful, and collaborative.
- b. Maintain a healthy conversation by making contributions on the topic,
- c. And... Be mindful of your fellow participants.
- d. If you see or overhear something to report, please email us at

Finally, we are constantly trying to improve the quality of the work we do, and we place great importance on the views of the people we work with. Please help us with your feedback by answering the quality questionnaire that you can find in the lobby. Your responses will be treated anonymously, and the questionnaire respondents will participate in the raffle at the end of the event.

## After the conference

All programmed sessions that are delivered during the two days of the conference will be available on demand – Replay button – for the following two weeks at this same virtual venue, using the same link and access code.

If you have any issues with your access, please write to

