

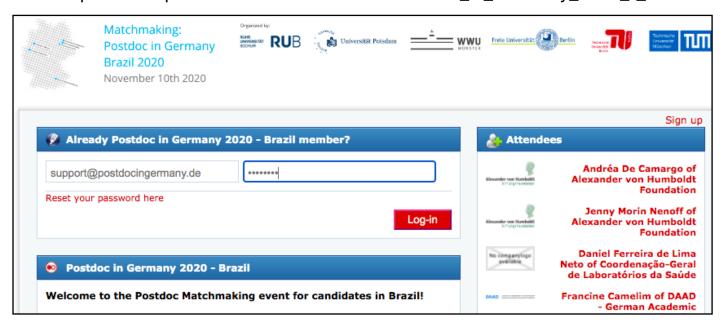
Postdoc in Germany, 2020

DAY 2: November 10th

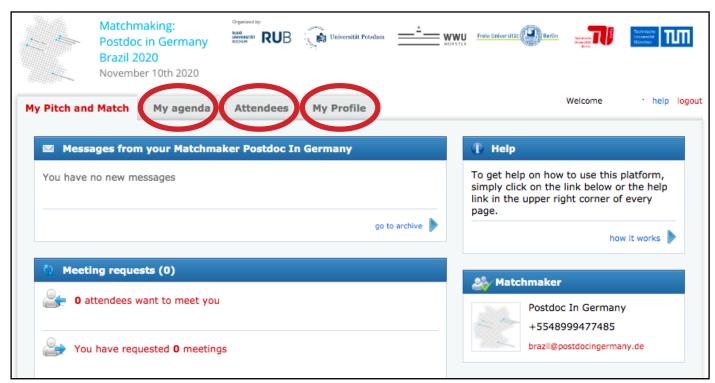
Pitch and Match (matchmaking) - Instructions:

1. After signing up access your Pitch and Match account

Link: https://www.pitchandmatch.com/event/Postdoc in Germany 2020 - Brazil

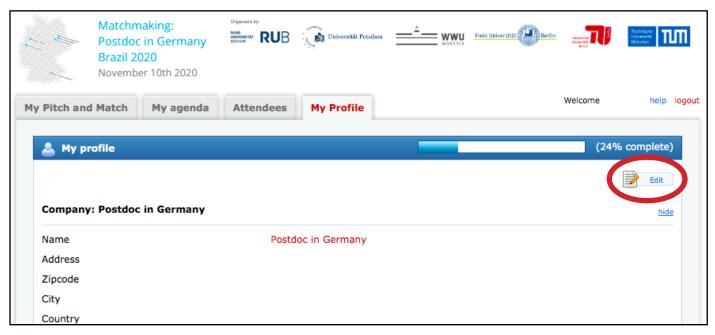


2. After logging in you will see your dashboard



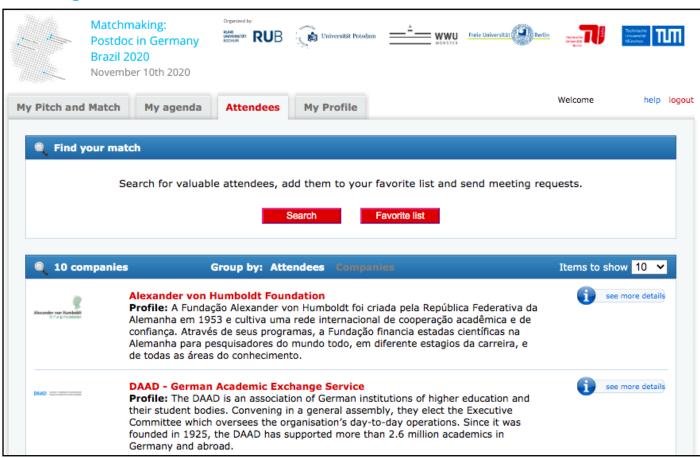
This is where you can access your profile, the attendee list (universities and funding agencies) and your agenda (where you can see the meetings you have scheduled)

3. Your profile

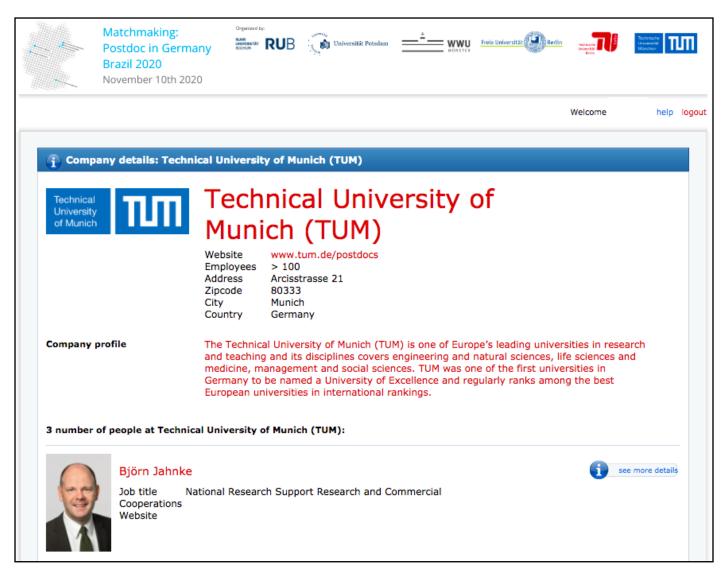


This is where you can access and edit your profile. Click on edit and fill in all your details. Note that this step is very important - the universities and funding agencies need to be able to see your interests and your details.

4. Attendees (universities and funding agencies) - Scheduling the meetings



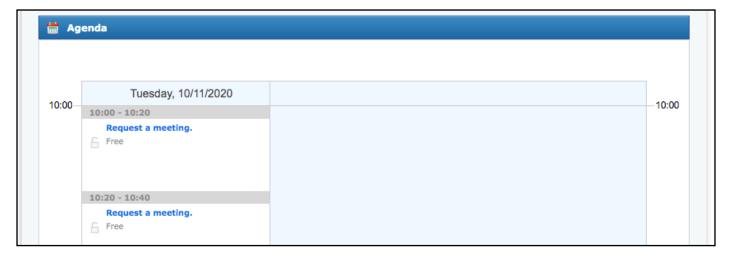
This is where you can see all the universities and funding agencies. Click on the ones you are interested in to see the details and to schedule a meeting.



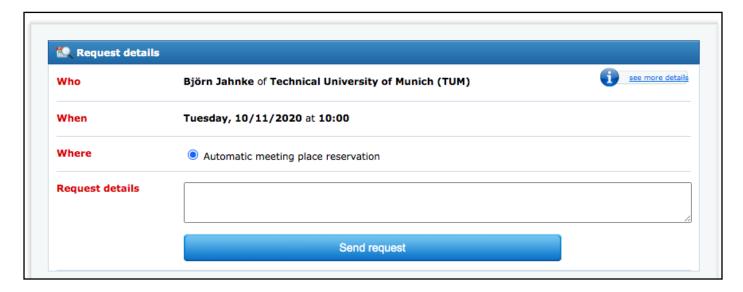
After selecting the University / funding agency of your interest, you will be able to see the details and the representatives. Click on one of the representatives to schedule the meeting.



Scroll down to see the representative's availability.



Select a time slot and send your meeting request.



5. What's next? + Important informations

After you have sent out your meeting requests they will have to be accepted by the representatives, once accepted you will be able to see the meetings in your agenda.

Note that there is a chance of your request getting declined (for example when more then one person tries to schedule a meeting with the same person at the same time).

In this case you will have to try to schedule the meeting again at a different time slot. So be sure to always check the outcome of your requests.

The participants have to schedule the meetings with the universities and funding agencies. The universities and funding agencies will mostly not be scheduling meetings with the participants.

The video-call platform is "Spreed.me", so please install the program and use the Chrome browser in order for everything to work smoothly.

If you have any further questions feel free to let us know!