

December 16th - 18th, 2020 Online Conference (Zoom)

How to join Zoom and attend Session

General information

Regular sessions

"Opening Remarks", "Opening Talks", "Session1, 2, 3", "Session5", "Closing Remarks"

Regular sessions will be presented live using a Zoom webinar.

- All participants once join zoom webinar as "attendees".
- Chairs and Speakers will be changed to "panelists" by the secretariat after connecting the webinar as attendees



- Attendees can make questions by typing in the Q&A or raising your hand. Q & A
 can be read by all panelists including the Chair and Speakers.
- In response to a question, the Chair will select the question, and read it out to ask the speaker. Alternatively, the Chair will ask the questioner to speak directly. In this case, the host will send a request to the questioner to unmute the microphone.
- Panelists (Chairs and Speakers) can share the screen, ask questions verbally.
- Please mute the microphone and stop the video, during the presentation, except for the speaker and chair of the session.

Q&A

Questions related to the presentation are "Q&A", Please use "Chat" for other office communication etc.



Other office communication etc.

Questions related to the presentation

General information

Short presentations

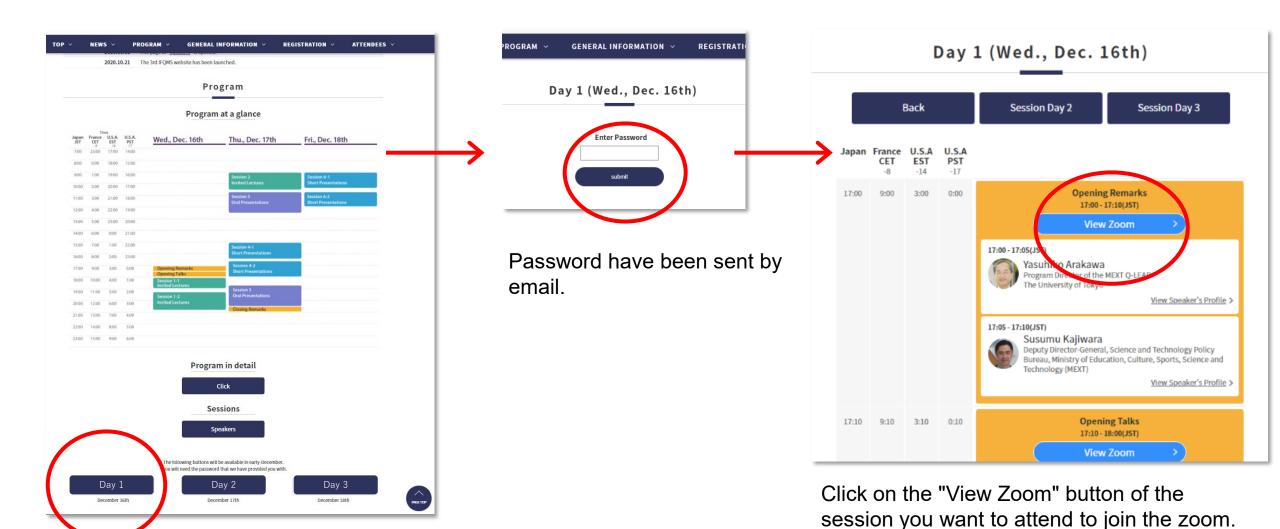
"Session4", "Session6"

Sessions of short presentations will be presented live using a Zoom meeting.

 All participants can share the screen, ask questions (verbally), chat, and ask questions (via text messages) during a meeting.

How to join Zoom

Web page for the 3rd IFQMS (https://www.qms.e.titech.ac.jp/3rd-ifqms20w/)



Display name

Before you join "Zoom", please set your "<u>Display Name</u>" (by clicking "Setting" and then "Profile" in your Zoom app) like "<u>Mutsuko HATANO (Tokyo Tech)</u>".



Attention

Don't record any Zoom meeting in the 3rd IFQMS.

Taking screenshots, recording, or redistribution of the received video or presentation materials is prohibited.

Don't give out your password for the Proceedings or conference viewing.