

# DPS2021 : Instructions and Tips for Audience\_How to Participate Online

## 1. Before the Event

- a. Please complete the following tasks before the event:
  - i. [Download and install the Zoom application](#);  
*\*[The Zoom web client allows joining a Zoom meeting or webinar without downloading any plugins or software.](#)*
  - ii. [Use the newest version](#) of the Zoom application;
  - iii. [Check your camera and microphone](#) you are going to use;
  - iv. Verify the internet access and network stability/performance.
- b. [Your <full name> must be displayed during the session. Edit your Zoom profile if needed.](#)
- c. A wired connection is preferable for more stable internet access. If you use a wireless connection, please check the signal strength.
- d. Using a headset/earphones and a high-quality external microphone is strongly recommended to minimize noise and avoid howling.

## 2. Entering Session Room

**Enter the Zoom meeting room via the <Participant Portal> using your unique Login ID and password before the session starts.**

[http://www.dry-process.org/2021/participant\\_portal.html](http://www.dry-process.org/2021/participant_portal.html)

The screenshot shows the Confit website interface. On the left is a navigation menu with sections: General information, Timetable, Program, My menu. The 'Timetable' section is circled in red, and a blue callout bubble points to the dates 'Nov 18, 2021' and 'Nov 19, 2021' with the text 'Click date of the session'. The main banner features the 'DPS 2021 ONLINE SYMPOSIUM' logo and text: '42nd International Symposium Dry Process' and 'Nov 18 - 19, 2021'. The background of the banner shows a cityscape at night and a statue.

The 42nd International Symposium on Dry Process (DPS2021)  
Thu. Nov 18, 2021

Click "Zoom" inside the each session box.

**Legend**

- Opening Remarks (JST)
- Award Ceremony (JST)
- Nisizawa Award Lectures (JST)
- Oral Sessions -Invited (JST)
- Oral Sessions (JST)
- Poster Sessions (JST)
- Break & Free Discussion (JST)
- Opening Remarks (GMT)
- Award Ceremony (GMT)
- Nisizawa Award Lectures (GMT)
- Oral Sessions -Invited (GMT)
- Oral Sessions (GMT)
- Poster Sessions (GMT)

Or you can enter the zoom meeting room from the left menu "Zoom Links" in Program.

### 3. Sessions

#### <Oral Sessions>

- The session room will open 10 minutes before the session starts.
  - Please note that your microphone and video are turned off by the host; you cannot use them unless you get permission from the host or chair.
  - When you want to ask a question or speak up, click "Raise Hand" (\*) to call the attention of the Chair and get permission to use a microphone.
  - When the Chair permits you to speak, please unmute your microphone, turn on your video, state your name, and start talking.
  - You cannot share your screen during the session.

#### <Poster Sessions>

##### Presentation time (Core time)

-Speakers of an even presentation number: 18:20 – 19:40 JST, Nov. 18, 2021

-Speakers of an odd presentation number: 11:30 – 12:50 JST, Nov. 19, 2021

##### Before the poster sessions

You can view "Abstract (PDF)", "e-poster" and "short presentation video" if provided by a presenter. It is available from 11 Nov. to 26 Nov.

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Help Account Settings / Log Out

General information

- Program at a Glance (PDF)
- Time Converter
- Announcements (1)
- Timetable
- Thu. Nov 18, 2021
- Fri. Nov 19, 2021
- Program
- Sessions**
- Search for presentations
- My account

Search for presentations

Title, Speaker, etc.

Search

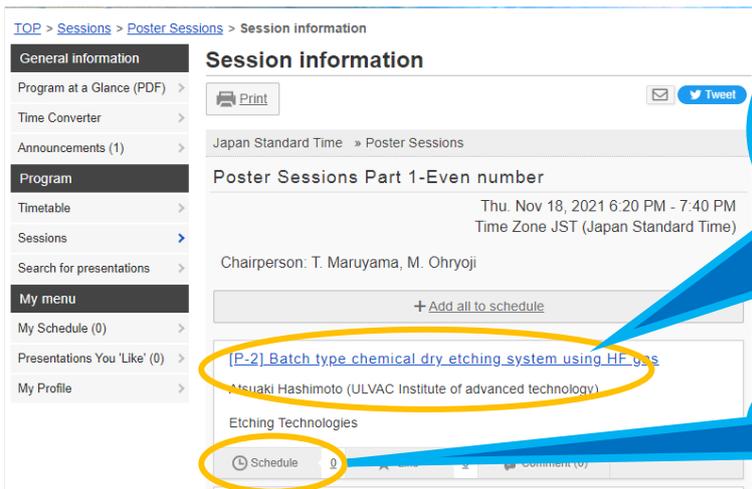
Advanced Search

Current time in GMT

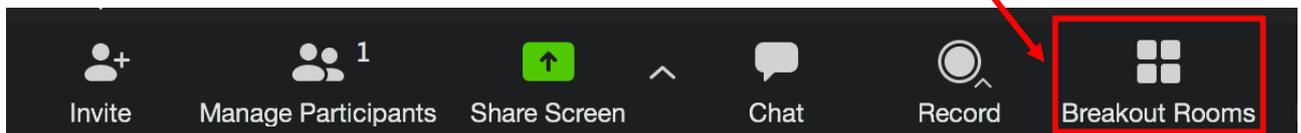
5:13 AM

Program / Sessions  
Go to Poster sessions

42nd International Symposium on Dry Process



After entered Zoom meeting room of the poster sessions, please find your Breakout Room (your presentation number) and enter.

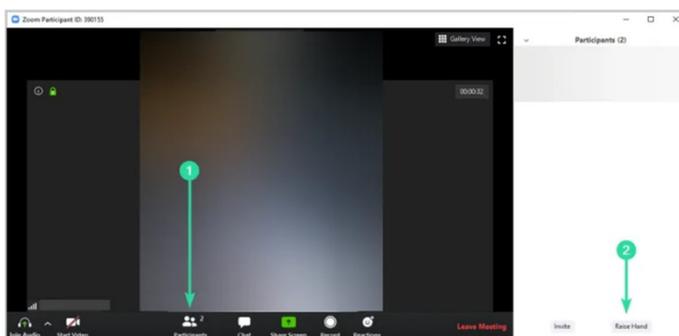


- The session room will open 10 minutes before the session starts.
  - a. Please note that your microphone and video are turned off by the host; you cannot use them unless you get permission from the presenter.
  - b. When you want to ask a question or speak up, click "Raise Hand" (\*) to call the attention of the presenter and get permission to use a microphone.
  - c. When the presenter permits you to speak, please unmute your microphone, turn on your video, state your name, and start talking.
  - d. You cannot share your screen during the session.

### (\*) How to Raise Hand on Windows PC and Mac

Step 1: Click the 'Participants' button at the bottom of the screen.

Step 2: Select the 'Raise Hand' option.



#### **4. Break & Free Discussion**

We set up "Free discussion time" to use the break time and so on, so please join us. Please enter Zoom meeting room of "Break & Free Discussion" from Timetable or the left menu "Zoom Links" in Program.

#### **5. How to Use Zoom**

Please refer to the official Zoom website and other resources regarding how to use Zoom.

*Contact Technical Support*

<https://support.zoom.us/hc/en-us/articles/201362003-Zoom-Technical-Support>

*Zoom Help Center*

<https://support.zoom.us/hc/en-us>

*Getting Started*

<https://support.zoom.us/hc/en-us/categories/200101697-Getting-Started>

*Zoom Meeting Test* (You can test the Zoom internet connection in advance here)

<https://zoom.us/test>

*Mobile*

<https://support.zoom.us/hc/en-us/sections/200305413-Mobile>

#### **5. Warning**

- a. Only those who registered for DPS2021 can attend the sessions. Sharing the Zoom links with others, posting them on SNS, or viewing a session with unregistered people is strictly prohibited.
- b. Taking a screen-shot or video/audio recording of any session is strictly prohibited.

#### **6. Disclaimers**

- a. The host will NOT provide any technical support for your Zoom link or your communication devices, including your microphone and camera.
- b. Audio/video quality depends on many factors, including network connections. Interruption of audio/video connection during the conference is beyond the control of the Organizer.