

## HOW TO JOIN AND ATTEND POSTER SESSION

Welcome to JEMS2022 Conference!

Poster sessions are to be run exclusively in the online form.

For onsite participants willing to connect to the poster session at the conference venue, all conference rooms at Auditorium Maximum and Old Library Buildings will be open. Please go to the conference room to which the poster session of your interest is assigned to at the conference agenda. The audience has to use their own portable devices to connect to poster ZOOM breakout rooms. **Do not forget to bring your own laptop, tablet or any other portable device to connect to the poster session. Please use your own headphones and microphones to minimize disturbances to the other attendees in your vicinity.**

Below please find a most important information on how to join your session.

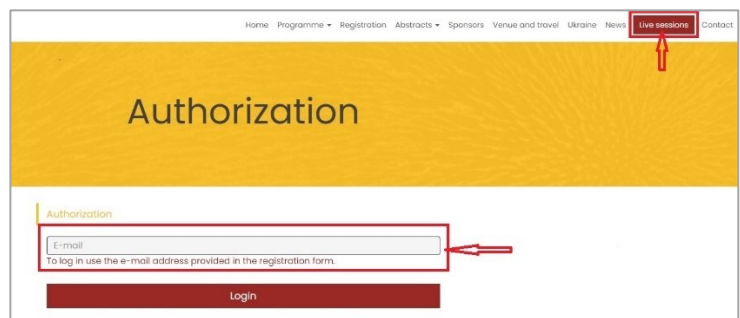
### STEP 1

Go to [jems2022.pl](http://jems2022.pl) and click the LIVE sessions button



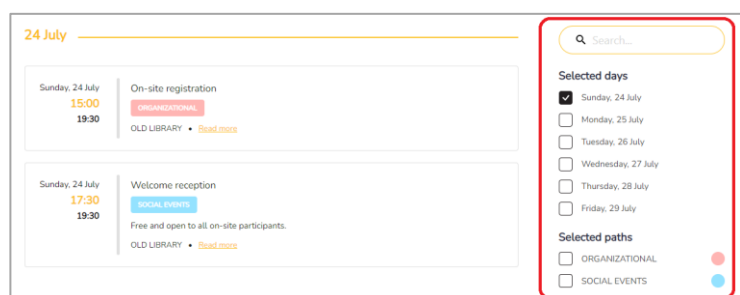
### STEP 2

Provide the e-mail address you gave in the registration form to log in



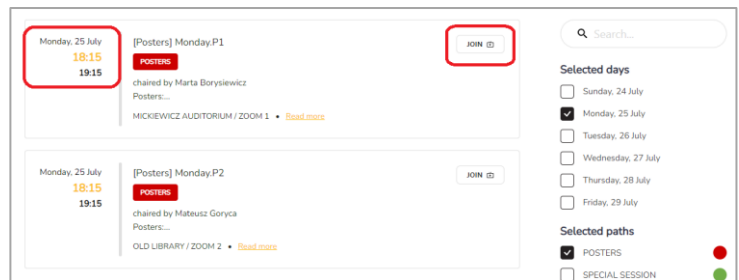
### STEP 3

Search for the poster session your abstract is assigned to providing your name or last name in the search field. You may also use the filters.



#### STEP 4

**Check the time your session starts and join the meeting using a JOIN button 15 minutes before the session starts.**

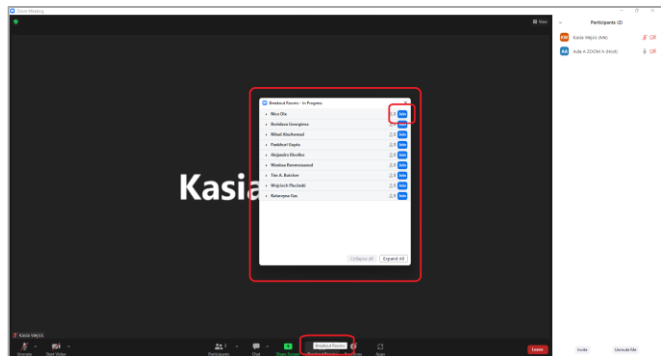


#### STEP 5

The session will begin in the main room of the ZOOM meeting. It will be a 20-minutes introductory part during which Chair will share the 2-minute teaser of your poster and you will have 2 minutes to talk. Once it is the time to change the slide, advise the Chair to do so.

#### STEP 6

Once the introductory part is over, please move to the breakout room designated to your poster only. Use a Breakout Room icon on the bottom of the ZOOM menu to see the list of the separate rooms available. Go to the room named with your name and last name by clicking a JOIN button. Once in the breakout room, you will present your **poster** in a share screen mode and discuss it over with the interested participant who will join your breakout room.



### Technical requirements for virtual participation

- Computer with Internet access, camera and microphone.
- ZOOM software installed – latest version. For ZOOM download, click [HERE](#).
- Internet access of minimum 1 Mbps, broadband connection is recommended.
- External USB headphones with a microphone are highly recommended. In case you use wireless headphones (e.g., with a Bluetooth connection), please make sure the battery is fully charged.
- Your computer or audio equipment may have its own mute or disable settings – make sure to check that everything is 'on'.

- We recommend closing all windows or applications that are not needed (especially those using a camera and / or microphone, e.g., Skype, MS Teams, Webex) to ensure the best performance of the platform.
- It is also highly recommended to keep your microphone muted and camera off and turn both on while planning to speak.

Shall you need further assistance, please contact the JEMS2022 Conference Secretariat at [info@jems2022.pl](mailto:info@jems2022.pl)