



National Research and Innovation Conference (NRICon 2020) 20 October 2020

Technical Instructions of Presentation

1. Go to the following link to access to the virtual room and session in accordance with the presentation schedule.

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1. **NRICon2020 Room 1 (Session 1 & 6)**
<https://jppkk.webex.com/jppkk/j.php?MTID=m1813ee3570b70254073ff2301d83632f>

Meeting number: 170 187 3531
Password: nricon2020

2. **NRICon2020 Room 2 (Session 2 & 7)**
<https://jppkk.webex.com/jppkk/j.php?MTID=m780b27eb52ee5227671aea4250e0f7fa>

Meeting number: 170 113 4702
Password: nricon2020

3. **NRICon2020 Room 3 (Session 3 & 8)**
<https://jppkk.webex.com/jppkk/j.php?MTID=m77ed32b454cd4ee3d9d63eedc2ffc4aa>

Meeting number: 170 136 5499
Password: nricon2020

4. **NRICon2020 Room 4 (Session 4 & 9)**
<https://jppkk.webex.com/jppkk/j.php?MTID=m28ab91422f72ec40a747857589c07acb>

Meeting number: 170 084 6496
Password: nricon2020

5. **NRICon2020 Room 5 (Session 5 & 10)**
<https://jppkk.webex.com/jppkk/j.php?MTID=mc8671c0a5dbc1363097f66f16e1c4b25>

Meeting number: 170 453 8003
Password: nricon2020

2. The Cisco Webex Meetings website also provides access to virtual rooms directly, or you can download the Webex app to your computer before you start.

3. Each virtual room has its own Meeting ID, Password and Link.

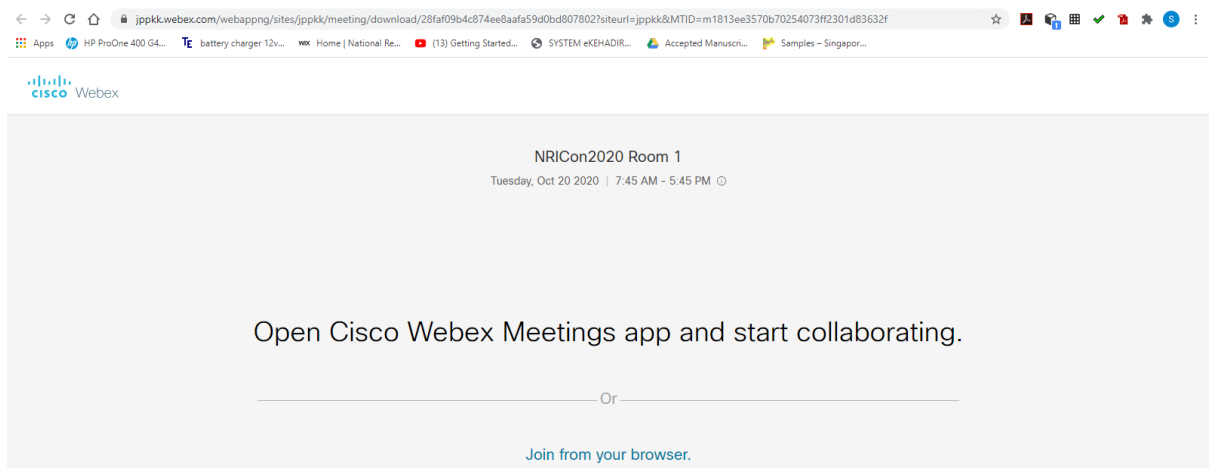


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4. To join the session through the web browser,

a) Click on the link provided in Step (1)

b) Click 'Join from your browser'.

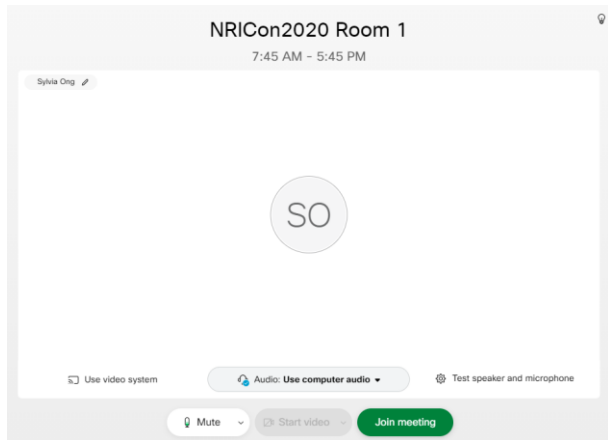


c) Enter your information : Full Name, email and click 'Next'.

d) Click 'Join Meeting'



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e) Otherwise, you can copy and paste the Meeting Link and press 'enter' from your keyboard

Click to view the video: https://www.youtube.com/watch?v=NNzOIG_OQBE

5. To join the session through Webex App,

- a) Insert the Meeting ID and click 'Join'
- b) Insert the Password and click 'Next'
- c) Otherwise, you can copy and paste the Meeting Link and click 'Join'

6. Each session will be hosted by a Session Chair.

7. Session Chair will play all the recorded video of all presentations according to the schedule.

8. All presenters must be in the virtual room throughout the session. After your video has been broadcast, 3-5 minutes will be allocated to the Question & Answer session.

9. There conference will be conducted in **FIVE (5)** parallel sessions and **TEN (10)** virtual rooms. Please ensure that you are entering the correct virtual room for your session.

10. Once enter the virtual room, presenters **MUST** complete the biography information by clicking on the google form link attached to the chat before the session starts for registration purposes.



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The Dos in the Virtual Conference

- Have appropriate technology and facilities.
- Before you call the video, test your microphone. Check it before the meeting by video conference your colleague(s).
- Check the Internet and hardware in advance.
- Switch off all alerts and ensure that your mobile phone is on silent mode.
- When not talking, do mute yourself.
- Give the presenters your full attention, as if you were in the same room.
- Wait for your turn to talk.
- Speak plainly, concisely and use good manners.
- Hold body motions to a minimum.
- Retain eye contact by staring at the camera.
- Do dress appropriately.
- Make sure your room is well lit (side lighting is the strongest one).
- If you don't have time to tidy up your space, set up a virtual backdrop.
- Do not adhere to the time frames.
- Be patient when things get difficult.
- Make sure that password protection is allowed.
- Be on your own and have fun!

The Don'ts in the Virtual Conference

- Do not wait until the time of the session to log in.
- Do not put your camera too low, too high or hooked. Weird angles of camera during video conference calls can be very distracting and flattering.
- Do not invite the people who are unnecessary.
- Do not make distracting noises.
- Do not interrupt other presenters.
- Do not multitask by opening other program(s).
- Do not shout.
- Do not make distracting movements.
- Do not engage in side discussions.
- Do not discuss to each other. Using the chat feature to ask questions.