

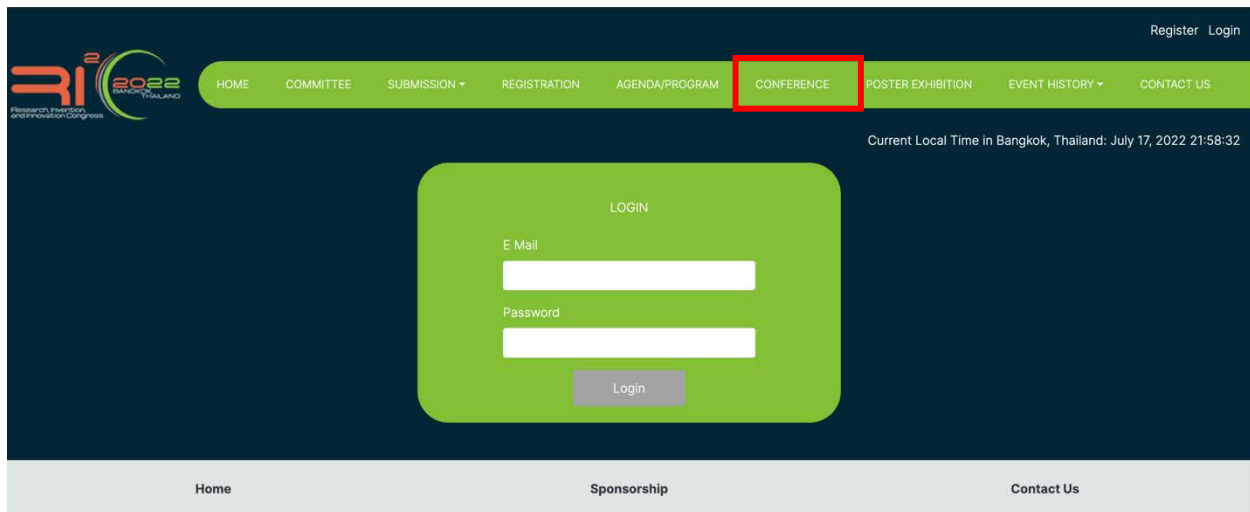


## Manual for Attending to the conference

### 1. Log in to the conference system at the link below

<https://www.ri2c-2022.com/conference.aspx>

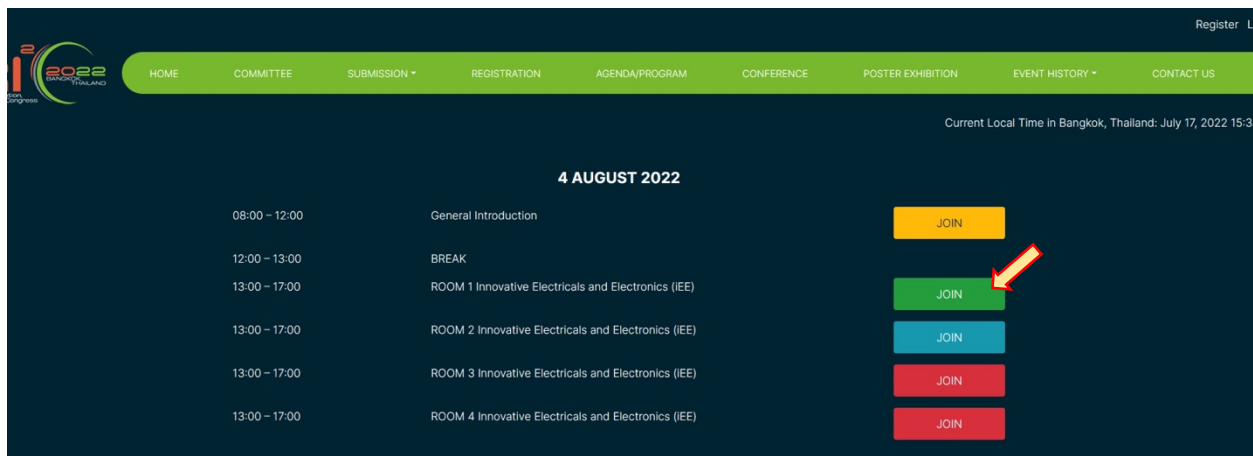
You will be able to attend a live Zoom webinar by choose 'CONFERENCE' menu and use the same account with your registration for LOGIN.



### 2. Join Zoom Meeting

2.1 The live Zoom Rooms will be opened 1 hour before the start of the sessions. After LOGIN, you can attend a live Zoom webinar of each session by clicking on the 'JOIN' button at end of each Room name.

*Example:*





2.2 Please follow the guidelines below specific during attending a live Zoom webinar.

- For presenter, please change your name after entering a Zoom meeting to **'Paper ID-Your Name'** (Examples: ime-2022-01-Test, iss2022-01-Test, 1570810748-Test, poster-2022-01-Test). For participant, please change your name to **'Par-Your Name'**.
- Please make sure that your tools for online presentation will be available.
  - Network connections
  - Camera or Webcam
  - Wired USB headset for best quality, if possible
  - Set up your speaking environment in a quiet/secluded area
  - Screen sharing of your presentation

## NOTE

- Presenters **MUST** login for the live Zoom preparation 30 minutes before the start of your presentation. We need to check the system availability of your presentation. Presenters will deliver their talk *via* a live screen share. After your presentation ends, you can return to attend normally in all sessions.
  - After each presentation ends, there will be a 3 min for online question session.
  - If you have any question or problem during attending a live Zoom webinar, please contact to the admin/host at chat box of each room.
  - If you can't remember your password for LOGIN, you can email to [info@RI2C-2022.com](mailto:info@RI2C-2022.com) and we will reset it for you.
  - Any other issues, please email [info@RI2C-2022.com](mailto:info@RI2C-2022.com) and we will get back to you.