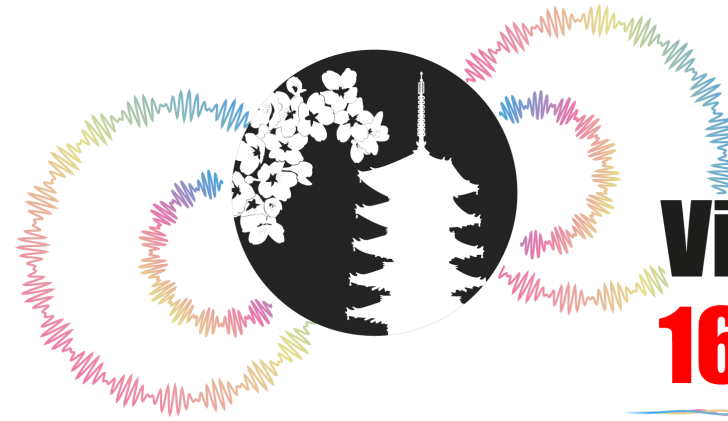


Manual for speakers



VERSIM
VLF/ELF Remote Sensing of
Ionospheres & Magnetospheres

Virtual Meeting
16-20 Nov. 2020

Introduction

Access to conference site

Oral & Poster elevator speech

1. Preparation
2. Join a session via conference site
3. Give a Zoom talk and answer questions

Training session

Poster

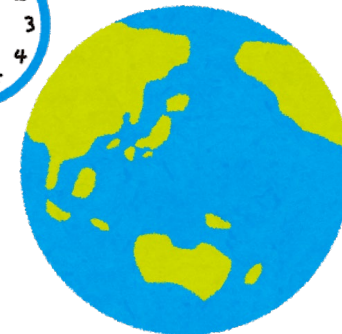
1. Access Poster Gallery
2. Functions of Poster Gallery

Introduction

The 9th VLF/ELF Remote Sensing of Ionospheres and Magnetospheres Workshop (VERSIM 2020 Virtual Meeting) will be an on-line meeting due to COVID-19. The oral sessions and poster elevator speech will be on [Zoom](#), while posters will be accessible in the [VERSIM 2020 conference site](#).

Notice for the online meeting

- ⚠ **Saving, screen-capturing, sound-recording or video-recording** are strictly prohibited.
- ⚠ **The unauthorized copying, sharing or redistribution of the transmitted material** are strictly prohibited.
- ⚠ Make sure you have the **right session schedule in your time zone**.

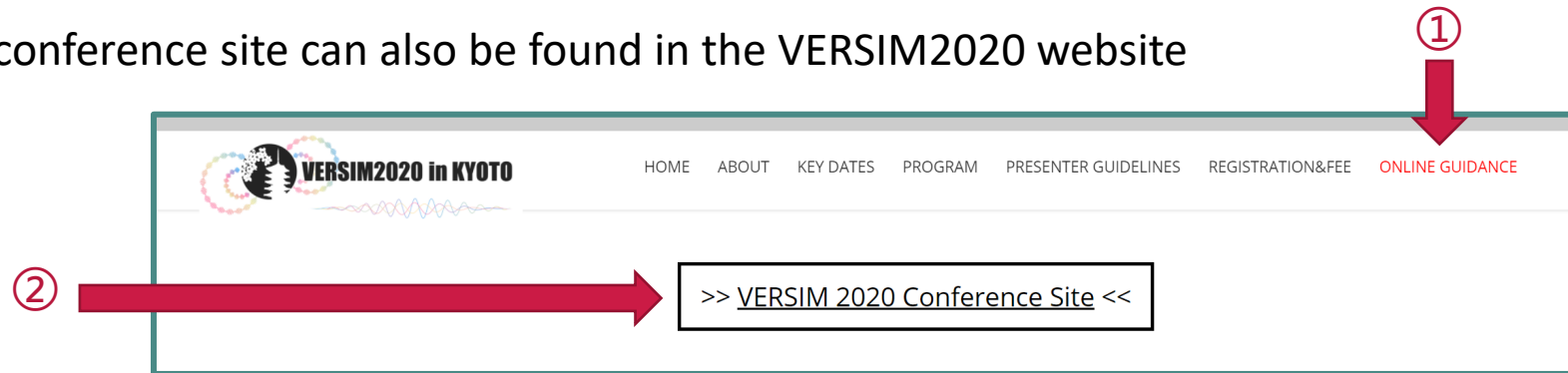


Access to conference site

1. Conference site URL:

<http://pcwave.rish.kyoto-u.ac.jp/versim-login/>

A link to the conference site can also be found in the VERSIM2020 website



2. Username & Password:

Check your mailbox for an email with a subject [\[VERSIM 2020\] ID and PW for the conference site.](#)
The username/password are listed in the email.

If you cannot find the username/password, please mail to versim2020_LOC@rish.kyoto-u.ac.jp

The image shows a login form with two input fields: Username and Password. Below the fields is a Login button. The form is enclosed in a light gray box with rounded corners.

Oral & Poster elevator speech

1. Preparation

Connection	Connect to a stable network. If not, zoom may be terminated. Wired LAN is recommended.
Terminal	Desktop, laptop, Tablet, Smartphone
Speaker	PC built-in speaker, external speaker, head phone, head set, etc. Use earphone to minimize howling while you talk or ask questions .
Microphone	Microphone is needed for asking questions.
Application (Zoom)	Join a session via Zoom software or web browser . Download the Zoom software: https://zoom.us/download ! Make sure your zoom software is <u>updated to the latest version</u> . If you want to join multiple sessions in one terminal, you should use Zoom from web browser. A guide for join multiple Zoom sessions is show in page 10 .
Test	Test your connection and other functions via https://zoom.us/test

10-3 minutes before the beginning time of a session, the chairperson will test the connection to speakers. Please enter the room **10 minutes before the beginning time of your session**.



Oral & Poster elevator speech

2. Join a session via conference site

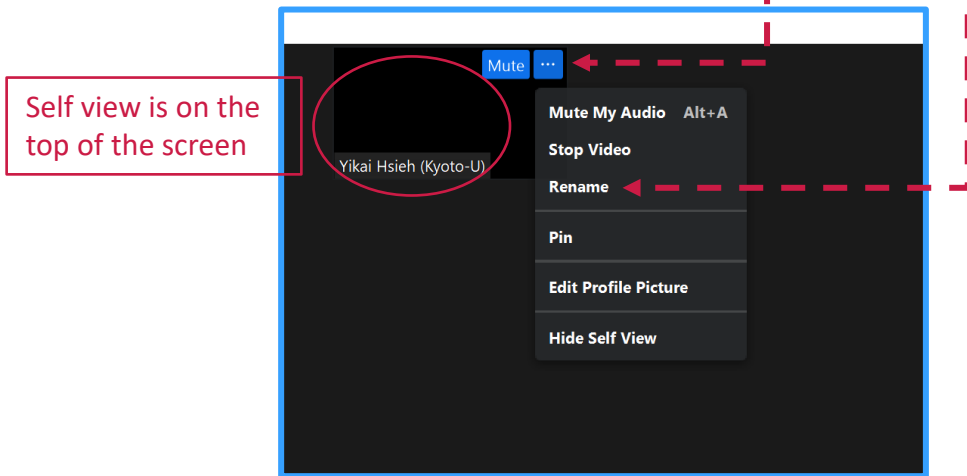
(1) Click **Room A** or **Room B** to access the meeting room.
The zoom links and a Room schedule are shown in the top page of the [conference site](#).

(2) After joining zoom, please make sure your name is in the format
***+paper number+Name+(affiliation)**

Ex. *O5-2 Jacob Bortnik (UCLA)
*O8-5 Yoshiharu Omura (Kyoto Univ.)
*P2-07 Yikai Hsieh (Kyoto-U)

2 ways to rename:

a. Right click your self view → ... → Rename



VERSIM 2020 Virtual Meeting
16-20 Nov. 2020

Top Oral Poster Gallery Time Converter

Room A (Oral Session 1)
Room B (Training Session)

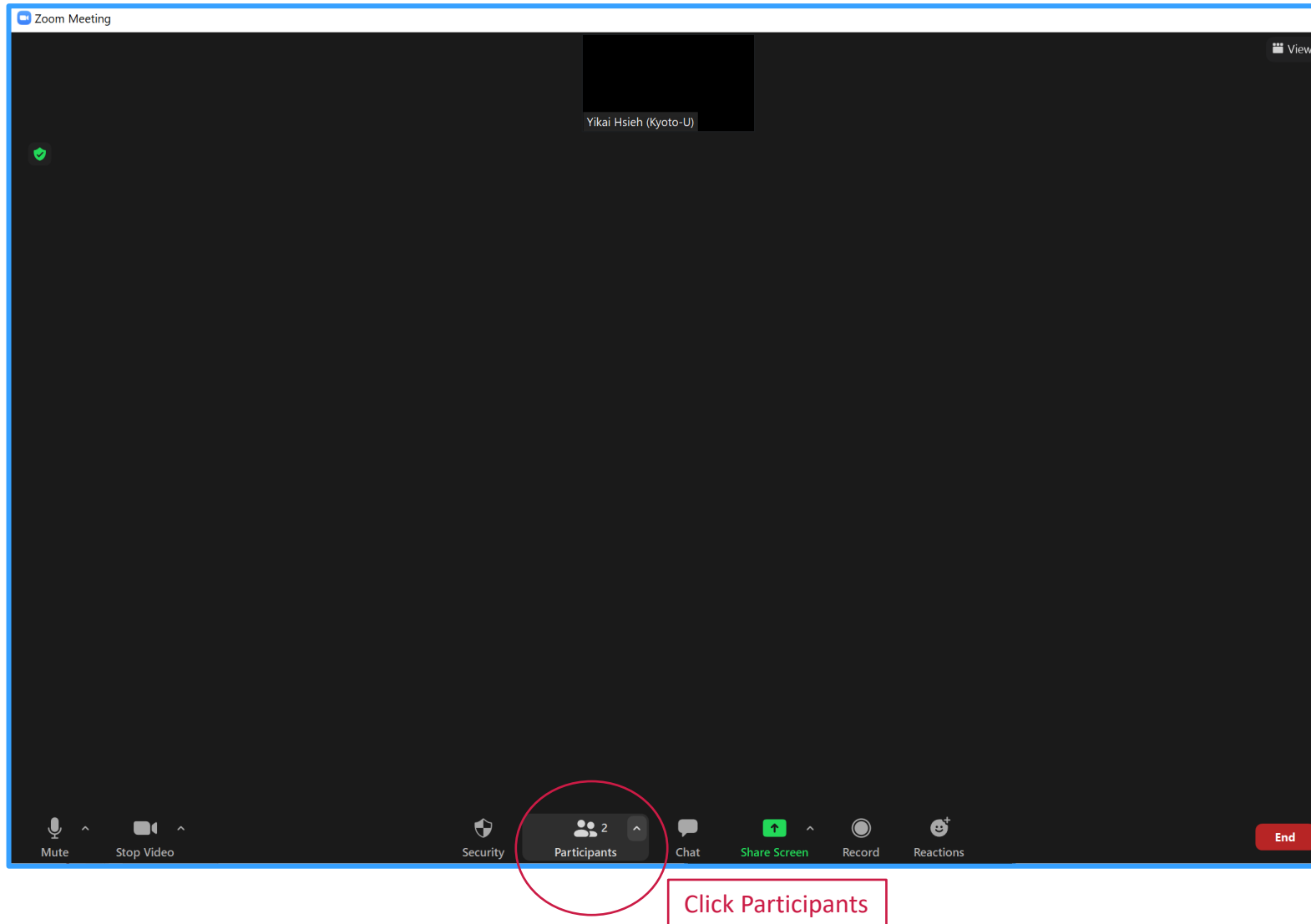
Room Schedule

	PST -1 16:00	-1 19:35	04:00	07:15	08:00
	EST -1 19:00	-1 22:35	07:00	10:15	11:00
	UTC 00:00	03:35	12:00	15:15	16:00
JST	09:00	12:35	21:00	+1 00:15	+1 01:00
Nov. 16 (Mon)	Room A	Oral Session 1		Oral Session 2	Online Reception
	Room B	Training Session		Training Session	
Nov. 17 (Tue)	Room A	Oral Session 3		Poster Session 1A	Poster Discussion
	Room B	Training Session		Poster Session 1B	Poster Discussion
Nov. 18 (Wed)	Room A	Poster Session 2A	PD	Oral Session 4	
	Room B	Poster Session 2B	PD	Training Session	
Nov. 19 (Thu)	Room A	Oral Session 5		Oral Session 6	
	Room B	Training Session		Training Session	
Nov. 20 (Fri)	Room A	Oral Session 7	Online Banquet	Oral Session 8	
	Room B				

Oral & Poster elevator speech

2 ways to rename:

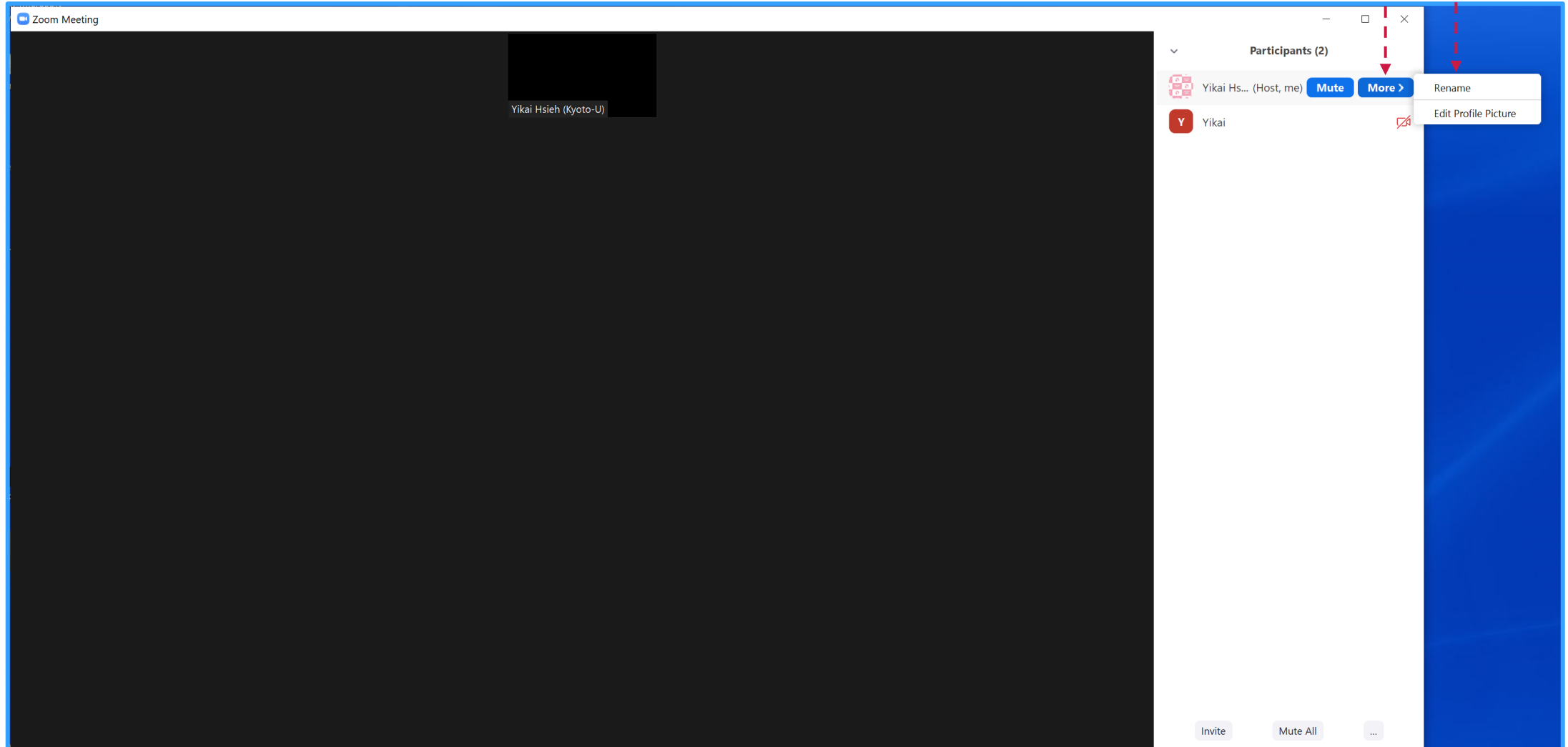
b. Click Participants → more → rename



Oral & Poster elevator speech

2 ways to rename:

b. Click Participants → more → rename

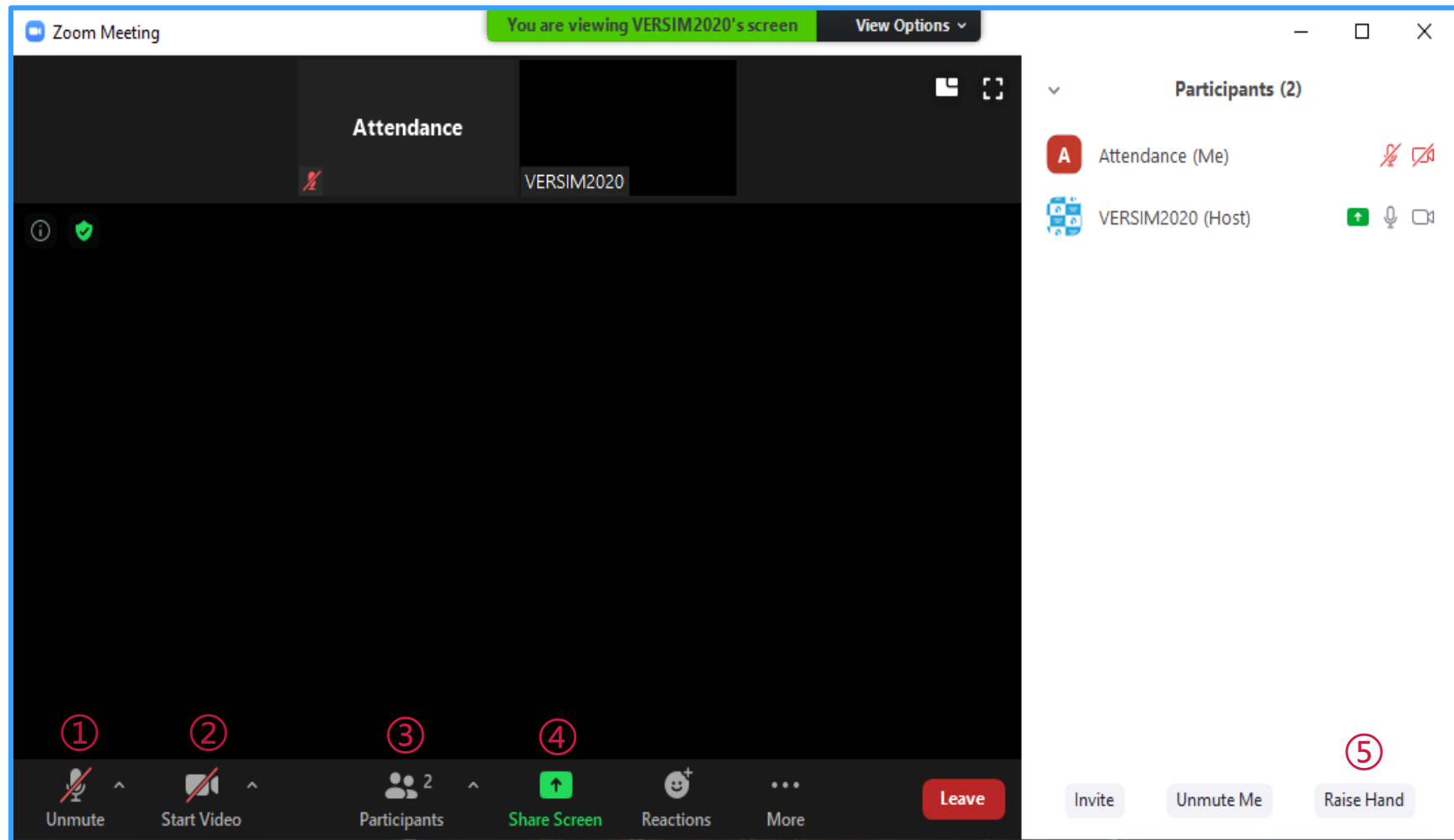


Oral presentation

Give a Zoom talk and answer questions

Basic display of Zoom session is shown below.

- ① Mute/Unmute
- ② Video on/off
- ③ Participants
- ④ Share screen
- ⑤ Raise hand



Oral presentation

(1) Share screen:

Share your screen **5 minutes before** your scheduled presentation time. (Multiple participants can share screens simultaneously.)

(2) Start your presentation:

When the session chair call you, **unmute**, **start video**, and begin your presentation. (It is recommended to **show your face** to the audience for a more lively presentation.)

(3) Timer:

During your presentation, a count-up timer will appear on your screen. When the color of the timer changes into **blue**, stop your presentation for discussion. When the timer turn into **red**, it is the time for the next presentation.

(4) Question:

Session chair will select a question for you.

(5) After your presentation:

Stop sharing and make sure to **mute** yourself right away.

Elevator speech

Give a Zoom talk and answer questions

Basic display of Zoom session is shown below.

- ① Mute/Unmute
- ② Video on/off
- ③ Chat

(1) Check attendance:

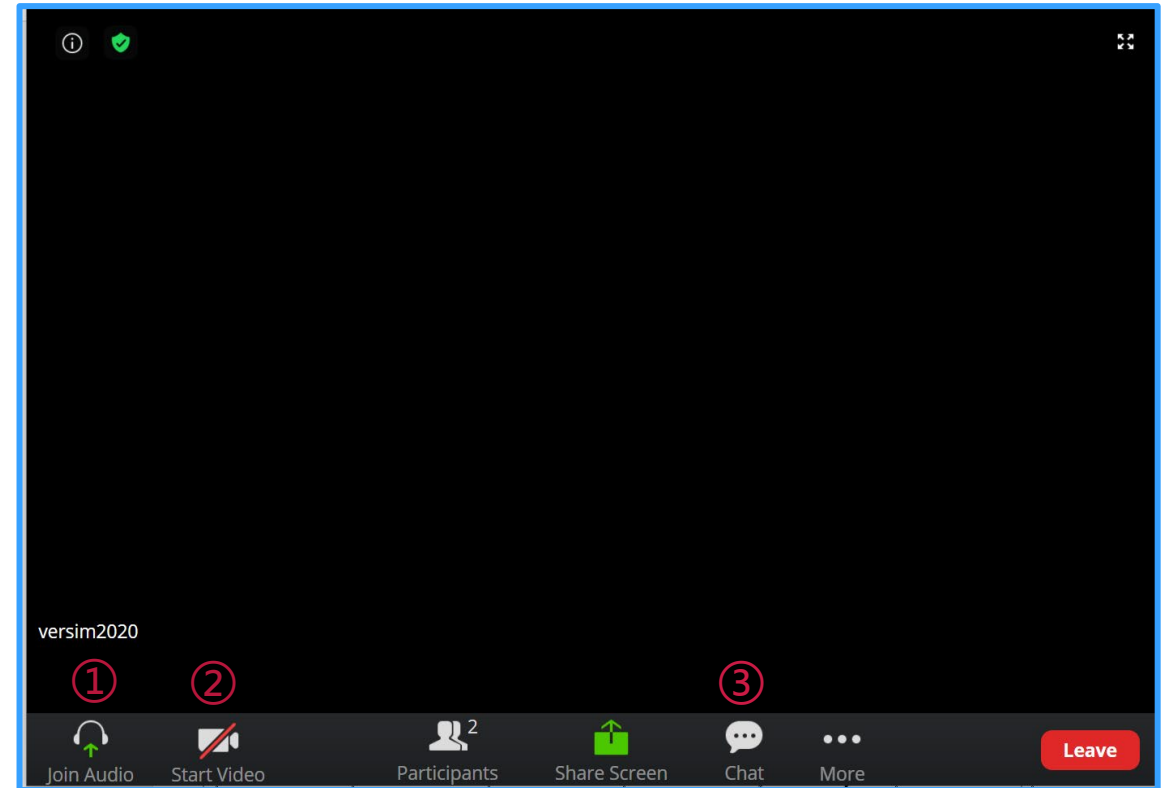
Standby in zoom **10 minutes before** your scheduled presentation time. Session chair will contact you by **Chat** function.

(2) Question:

Session chair will select a question for you.

(3) After your presentation:

Make sure to **mute** yourself right away.



Training session

Participants can test zoom functions in **Room B** during the following time slots in **Japanese time (JST)**:

- November 13 (Fri)
 - am 9 – 12
 - pm 9 – 12
- November 16 (Mon)
 - am 9 – 12
 - pm 9 – 12
- November 17 (Tue)
 - am 9 – 12
- November 18 (Wed)
 - pm 9 – 12
- November 19 (Thu)
 - am 9 – 12
 - pm 9 – 12






Poster

1. Access Poster Gallery in the conference site

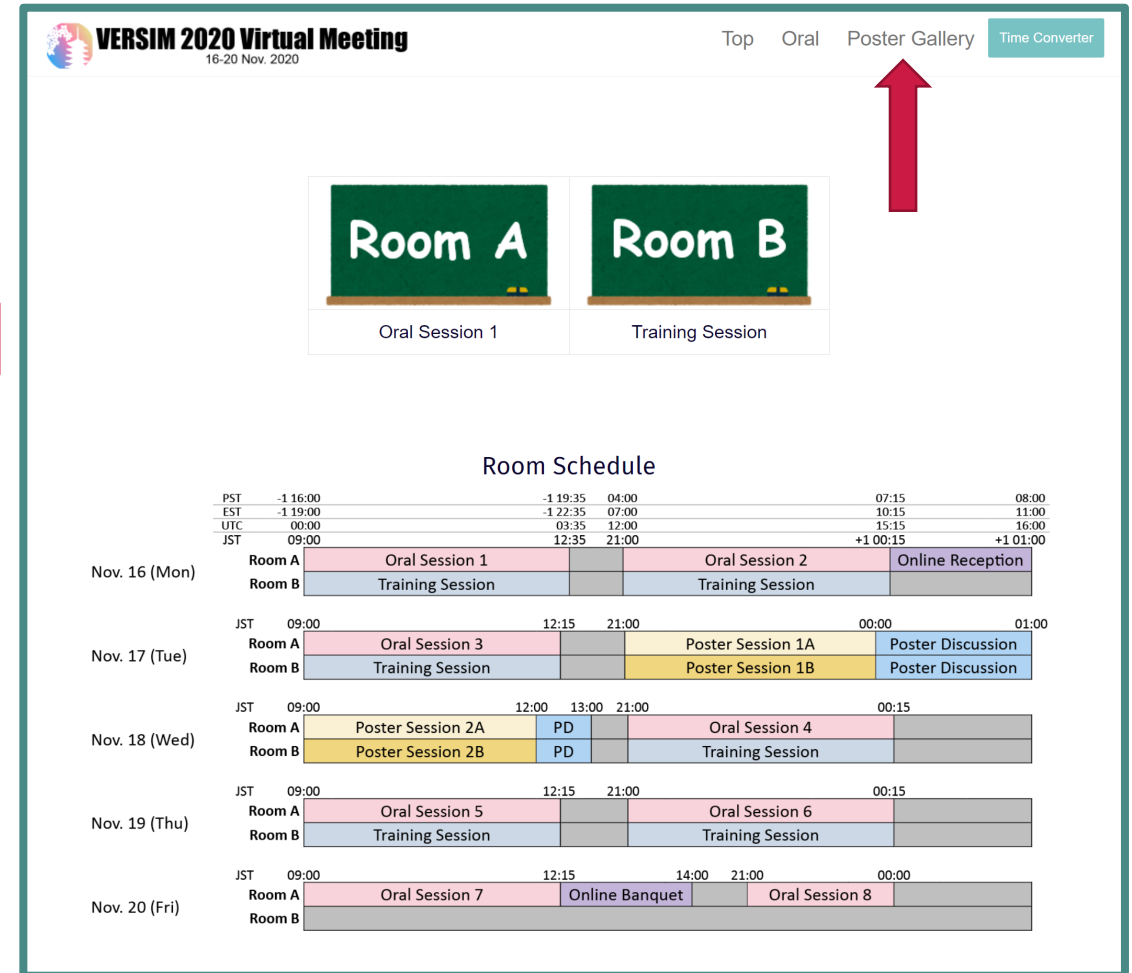
- (1) Click paper number for the abstract
- (2) Click the poster icon for the poster

Check abstract

Check poster

Poster 1A			
P1-01	Hiroshi Nomura	Application of Magneto-Impedance Sensor to Geomagnetic Field Measurements for Constructing Distributed Arrays of Small Instruments (DASI)	
P1-02	Geletaw Behailu Belayneh	Observations of Ionospheric Parameters using EISCAT Radar and Its Comparison with model predictions	
P1-03	Masayoshi Takada	Molecular ion upflow observed by the EISCAT radar in conjunction with the Arase (ERG) satellite during the September 7, 2017 magnetic storm	

- Listeners may ask you questions via are **3 ways** :
 - (1) Elevator speech Q & A time
 - (2) Directly send a mail to you.
 - (3) Access the Poster Discussion session after the Elevator speech.



The screenshot shows the VERSIM 2020 Virtual Meeting website interface. At the top, there are navigation links for 'Top', 'Oral', 'Poster Gallery', and a 'Time Converter' button. Below the navigation, there are two green chalkboard icons labeled 'Room A' and 'Room B', with 'Oral Session 1' and 'Training Session' respectively. A red arrow points from the 'Poster Gallery' link to the top right corner. Below the room icons, there is a 'Room Schedule' section. The schedule is a grid showing the activities for each room (A and B) from November 16 to 20, 2020. The activities include Oral Sessions, Training Sessions, Poster Sessions, and an Online Reception. Time slots are provided for each activity, and the schedule is shown in JST (Japan Standard Time).

Time Zone	Activity	Start	End
PST		-1 16:00	04:00
EST		-1 19:00	07:00
UTC		00:00	12:00
JST		09:00	21:00
			+1 00:15
			+1 01:00

Date	Room A	Room B
Nov. 16 (Mon)	Oral Session 1	Training Session
Nov. 17 (Tue)	Oral Session 3	Training Session
Nov. 18 (Wed)	Poster Session 2A	Poster Session 2B
Nov. 19 (Thu)	Oral Session 5	Training Session
Nov. 20 (Fri)	Oral Session 7	Oral Session 8

Poster

Functions of Poster Gallery

Please check the information (title, authors, slides, and email address) on your own poster page.
If you find any mistake, please mail to versim2020@rish.kyoto-u.ac.jp specifying your name, paper number, and the wrong item.

The image shows a poster gallery interface with several annotations. The main poster displayed is titled "Nonlinear wave damping of slightly oblique whistler mode waves by Landau resonance" by Yikai Hsieh* and Yoshiharu Omura. The poster includes the RISH logo and a contact email address. Annotations include:

- Poster title**: Points to the main title of the poster.
- Author**: Points to the authors' names.
- Change pages**: Points to the navigation dots at the bottom of the poster.
- Click the poster to enlarge the poster**: Points to the main content area of the poster.
- Click to copy the speaker's email address to clipboard**: Points to a "copy email address" button located below the poster.

Below the poster, there is a section for leaving a message to the author, with a "copy email address" button.

IF you have any problems ...

Please contact **VERSIM 2020 Organizing Committee:**
versim2020_LOC@rish.kyoto-u.ac.jp