Introduction to the virtual conference platform

Status as of 21 March 2022

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DESIGN, AUTOMATION AND TEST IN EUROPE

ONLINE CONFERENCE





Virtual Conference Platform (basics)

- ✓ DATE 2022 is hosted on a web-browser based virtual conference platform.
- ✓ The platform works best with Google Chrome but other web browsers work as well. Using Internet Explorer/Microsoft Edge is not recommended.
- ✓ Virtual sessions on the platform are realised via ZOOM, a tool for video communication. The latest version has to be installed on your computer.
 - ✓ Make sure you are allowed to install/update applications on the computer you will be using for the live session.
 - ✓ If using a MAC computer, please find detailed instructions on the ZOOM installation <u>here.</u>
 - Alternatively, you may participate in virtual sessions via the web browser plugin that is integrated in the virtual conference platform. Yet, for better participation quality, we strongly recommend to use ZOOM.

Before the conference – Register for DATE 2022

 ✓ All participants are requested to register for DATE 2022 via the online registration form and pay their registration fees accordingly so that access to the virtual conference platform can be granted:

Register here: https://www.date-conference.com/registration

- ✓ Kindly note that access to the virtual conference platform can only be generated after registration via the online form linked above.
- ✓ In case of any questions, please contact <u>date-registration@kitdresden.de</u>

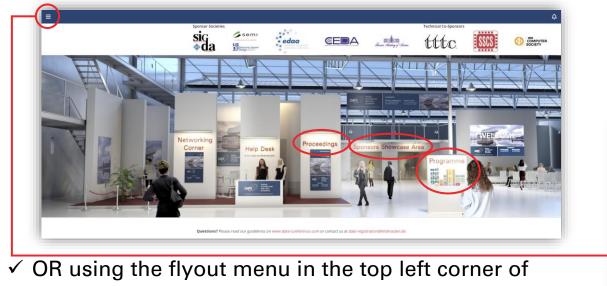
Accessing the virtual conference platform

- ✓ All participants who registered for DATE 2022 (see <u>here</u>) will receive their personal access data to the virtual conference platform via email starting in February 2022.
- ✓ Alternatively, the virtual conference platform can be reached via this link: <u>https://virtual22.date-conference.com/</u>
- ✓ Upon accessing the link, you will be asked to claim your account/log in to see relevant content.
- Test if you can easily log in to the virtual conference platform and access all relevant content before the conference, using the log in data received via email. In case of any questions, please contact

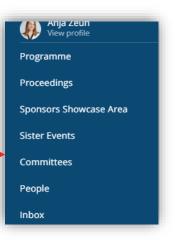
date-registration@kitdresden.de

Virtual conference platform – menu/starting page

- ✓ Once logged in, you will find yourself on the starting page of the virtual conference platform where you can navigate by either
 - \checkmark clicking on the corresponding areas on the starting page

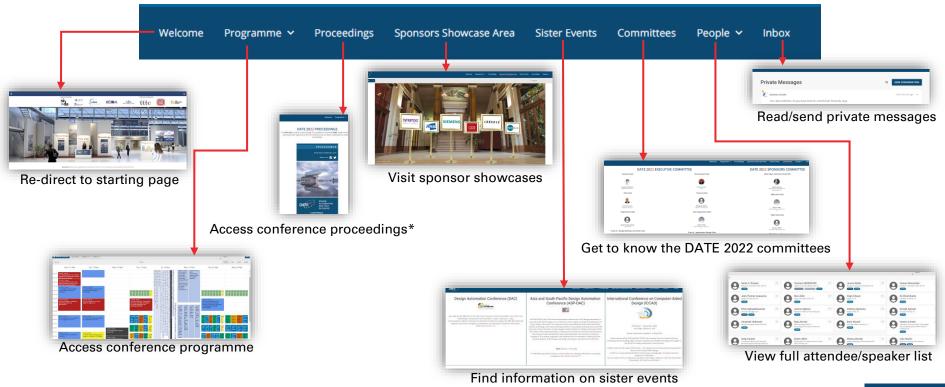


the starting page



Virtual conference platform – explore the content

✓ The menu on the virtual conference platform offers the following options:



*This page is only visible for participants who registered for the full conference.

Virtual conference platform – visit sponsors showcase area

- ✓ To learn more about DATE 2022's generous sponsors, make sure to stop by the sponsors showcase area by either
 - \checkmark clicking on the corresponding area on the starting page

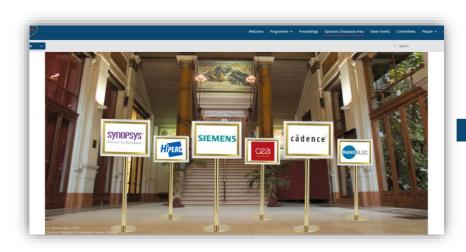


 ✓ OR using the flyout menu in the top left corner of the starting page



Virtual conference platform – visit sponsors showcase area

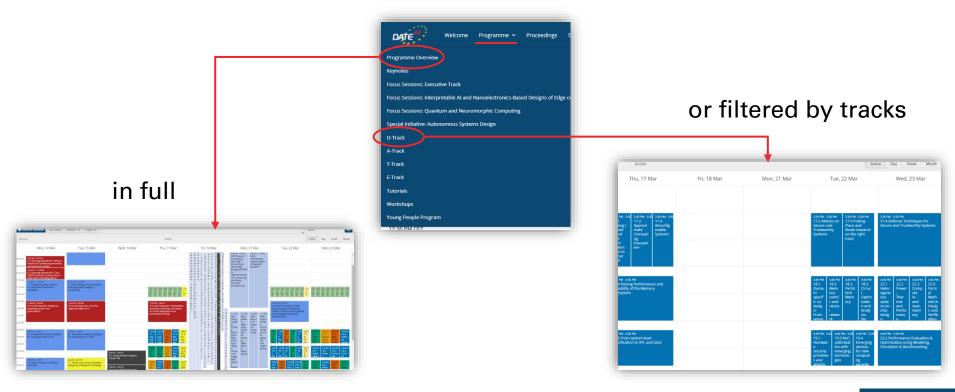
✓ In the overview you can find all sponsors and select one to check out their showcase area





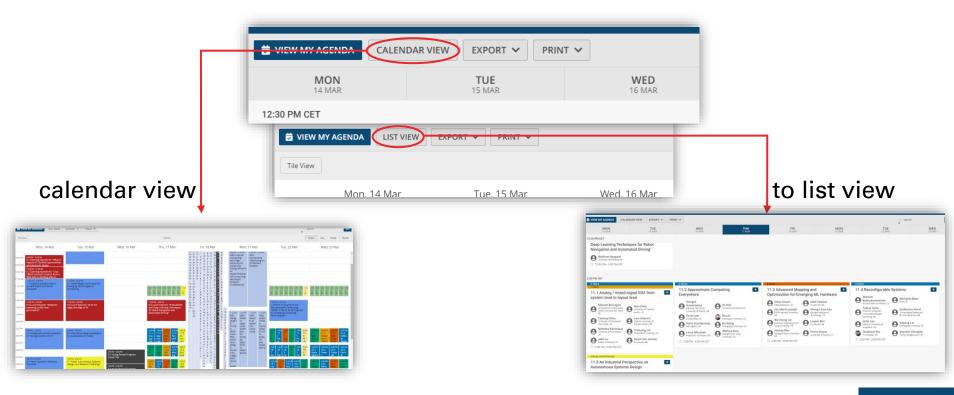
Virtual conference platform – programme/finding a session

✓ You can view the programme either



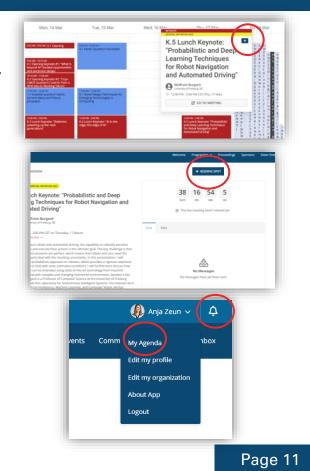
Virtual conference platform – programme/finding a session

✓ To view the programme, you can switch from



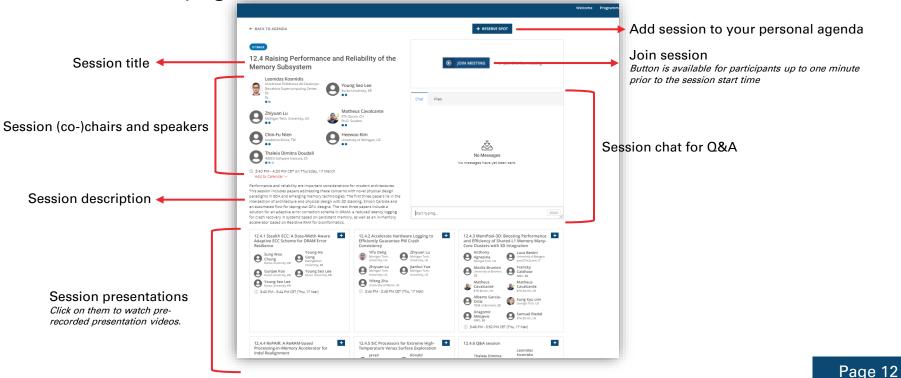
Virtual conference platform – add session to personal agenda

- ✓ To add a session to your personal agenda, you can click on the blue highlighted plus in the mouse-over of the session in the session overview
- ✓ OR by clicking on "reserve spot" on the session details page (after you clicked on the session in the programme overview)
- ✓ Sessions you added to your agenda are visible in your profile menu
- ✓ Shortly before the session that you added to your agenda starts, you will receive a notification on the platform as well as a reminder email



Virtual conference platform – session details

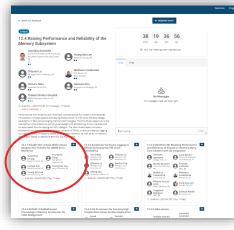
✓ Once you clicked on a session in the programme overview, you reach the session details page.



- ✓ Kindly note that in the online programme on the virtual conference platform, all times are given in the user device's time zone whereas on the DATE website they are shown in CET (Central European Time).
- You can only join sessions that are included in your registration. If the session is not included in your registration, the button "Join meeting" will not appear for you. If you cannot access a session despite it being included in your registration, please contact <u>date-registration@kitdresden.de</u> or use the live chat on the virtual conference platform (once available).
- ✓ Participants may only enter the virtual session room one minute prior to the official session start time ("join meeting" button will appear on time).
- ✓ All sessions will be recorded so they can be viewed on demand afterwards.

Virtual conference platform – watch pre-recorded presentation videos

- ✓ Speakers have been asked to upload pre-recorded presentation videos in advance to explain their research in detail.
- ✓ During the pre-conference weeks on the virtual conference platform, you may watch any presentation video that is of interest for you.
- ✓ Pre-recorded presentations can be accessed by clicking on the corresponding presentation title in the session overview:







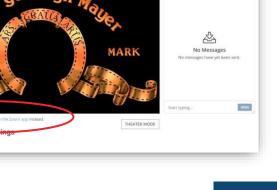
- ✓ To join a session during the live conference, click on "reserve spot" and then "join meeting" on the session details page.
- ✓ The "join meeting" button appears one minute before the session is scheduled to start.
- RESERVE SPOT

TRADE

Speaker ZZ_

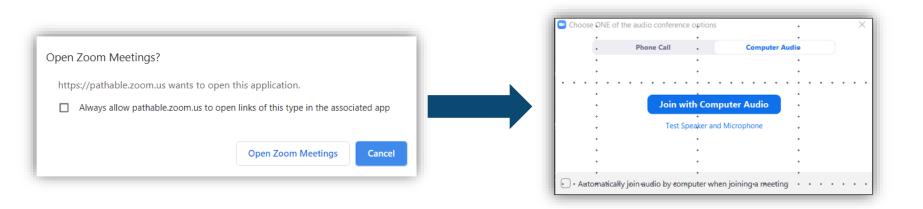
✓ Once the session officially started, it is displayed via the web-browser plugin of the virtual conference platform.

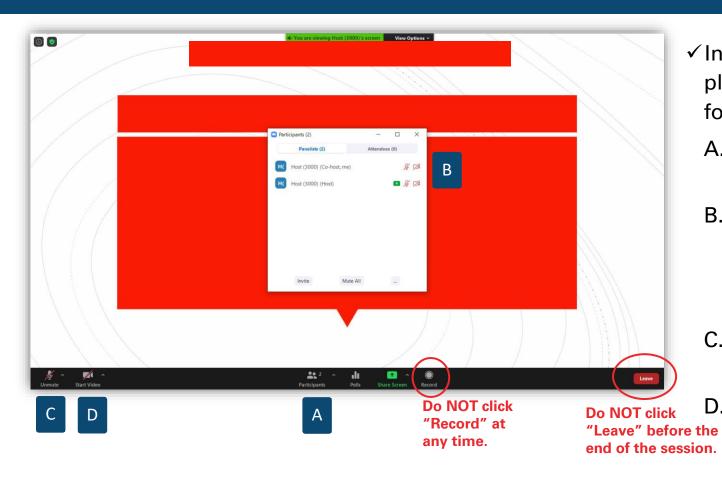
✓ For better participation quality, we strongly recommend to attend ← sessions via the Zoom application.



✓ Join session via Zoom application

✓ Once you clicked on "Join meeting", the session window opens via Zoom.
Please allow the Zoom client to open and "Join with Computer Audio".





 ✓ In the Zoom window, please proceed as follows:

A. Click on "Participants"

 B. Click on "More" and rename yourself to your own name (if necessary)

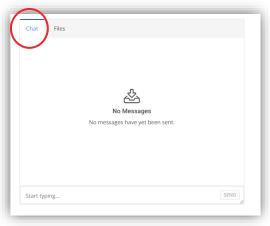
C. Please mute your microphone

D. Please turn off your

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✓ Live Q&A

- ✓ During the live Q&A, you may ask questions via
 - ✓ the chat of the Zoom call (directly in the Zoom application window)
 - the chat section of the corresponding session on the virtual conference platform (tab in your web-browser)



✓ audio - Please wait for appropriate timing or invitation by the session (co-)chair to ask questions via audio and remember to unmute your microphone!

Further Questions?

If you have further questions about participating in DATE 2022, please do not hesitate to contact us at

date-registration@kitdresden.de

Thank you for your participation in

