SAES2020 Online Audience's Manual Vol.1 on Zoom/Eventhub System

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SAES2020

〇**Sessions (Ceremony, Plenary, Oral presentations)**

- View live streaming online

- Post questions online using "Slido" chat system
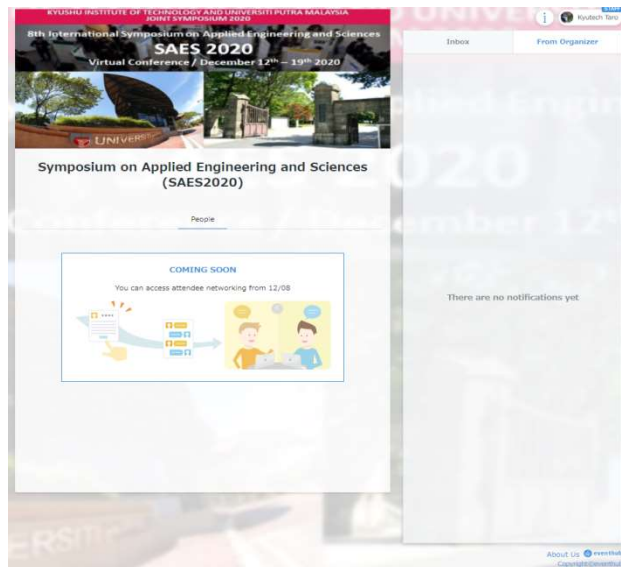
〇 **Poster Page**

・ Research introduction page by presenters

〇**Networking among participants**

- Exchange messages among presenters and audiences

- With mutual consent among participants, you can set up a web meeting through chat system "Whereby"

SAES2020 platform

- **EventHub**
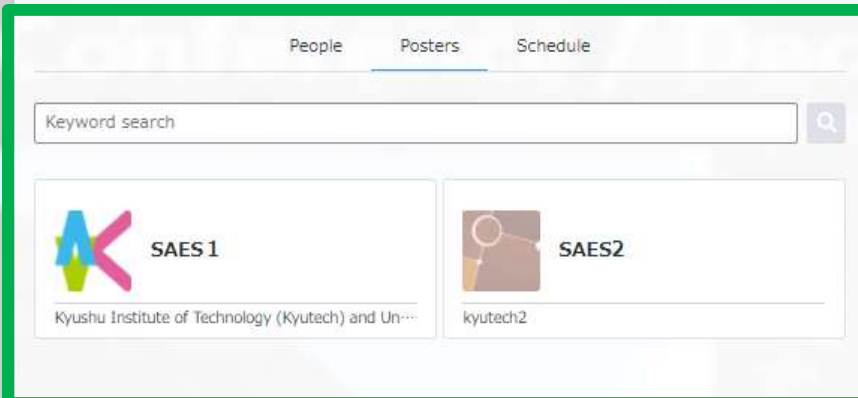- Online event platform used for SAES2020
- Login Address: https://client.eventhub.jp/login/YSule5qvC/

EventHub home screen

Session Screen

Chat box

Poster pages list and search

Sign-in

After creating your account, you can log in with your email address and pass word.
You can edit your profile when you created your account.

Go to "Profile page" and edit it to make your own profile informative using the images / photos !

Set a password and log in.
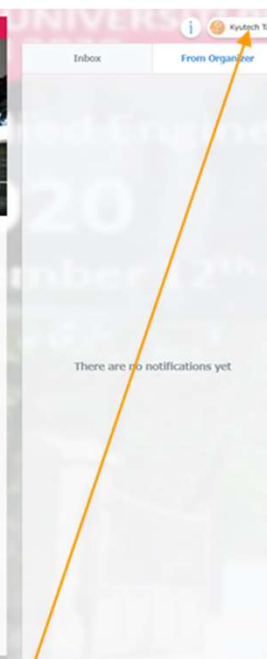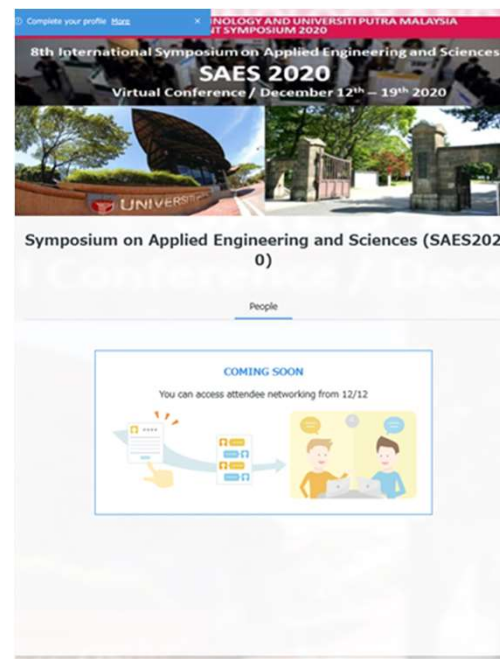
The email address is set as the ID.

To "Profile page"

Setting up of online meeting Schedule

Please select the schedule from "Availability".
You may also receive the meeting appointments from other participants.
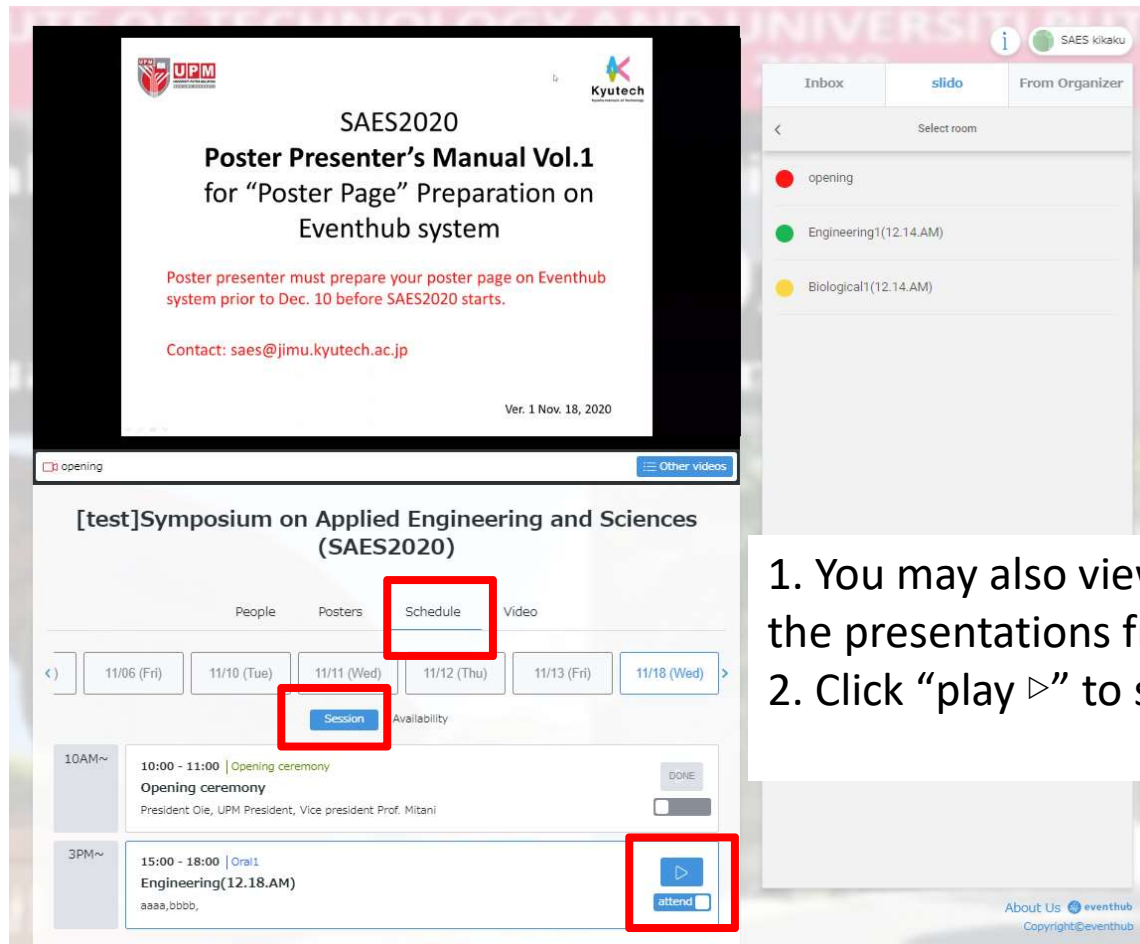(The default setting are all selected.)

How to browse the sessions
(Ceremony, Plenary, Oral Presentations)

1. Click "Other videos"
2. Select the presentation that you want to view by using pull-down function.
（※You cannot view the presentation except for its session time）
3. The session that you selected will be displayed on the screen.

How to browse the sessions
(Ceremony, Plenary, Oral Presentations)

1. You may also view presentations by selecting the presentations from the list on the schedule.
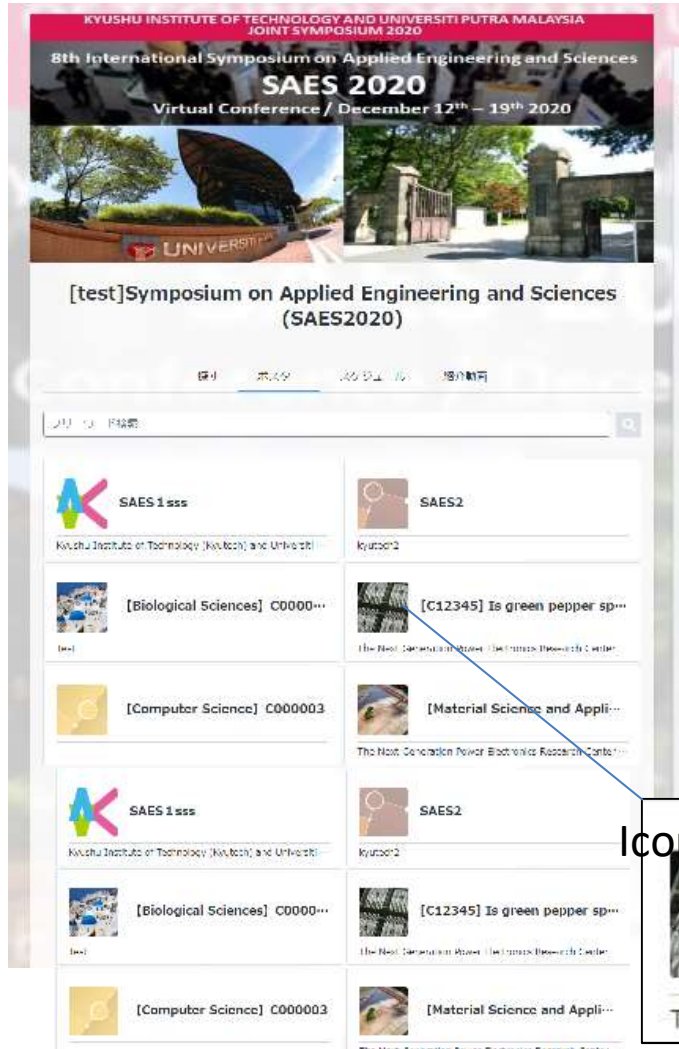2. Click "play ▷" to start.

How to ask questions
(Live presentation)
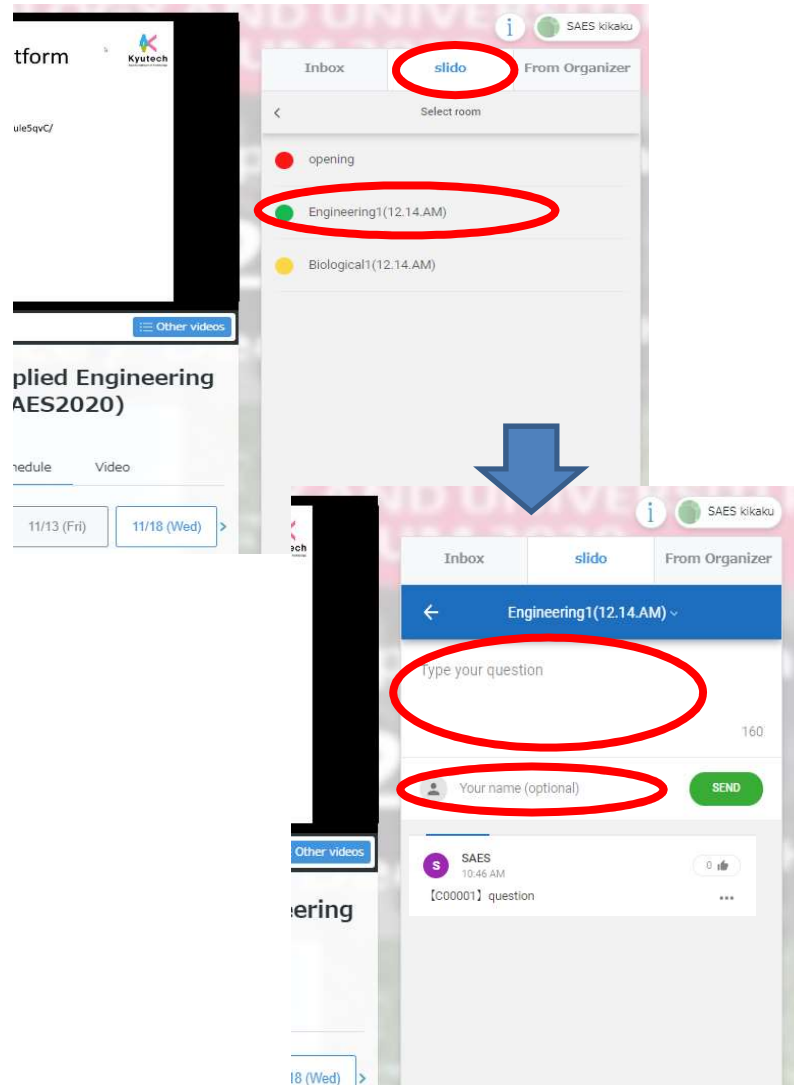
1. Select the "Slido" tab on the Event Hub
2. Select the Session Room you are participating.
3. Type your name and question
4. Your question need to start with ID of the presenter to identify your question to be addressed. (e.g.：【C000XX】your inquiry)
5. You can post your questions anytime during live presentation time.
6. Chair person will read up the questions during Q&A time and presenters will answer to your questions.
7. If the presenters are not available for their time slot, please leave your questions in the chat box. The presenters will answer to your questions later.

Poster page

- Find the poster pages from the list and click to go to the poster page.
  (You can search the poster pages by keywords, author's name, paper title and schedule.)

Search

Icon image

10

How is poster page looks like

Presenter's profile

General information of research

website

Short Movie

Photo

You can downloaded the materials
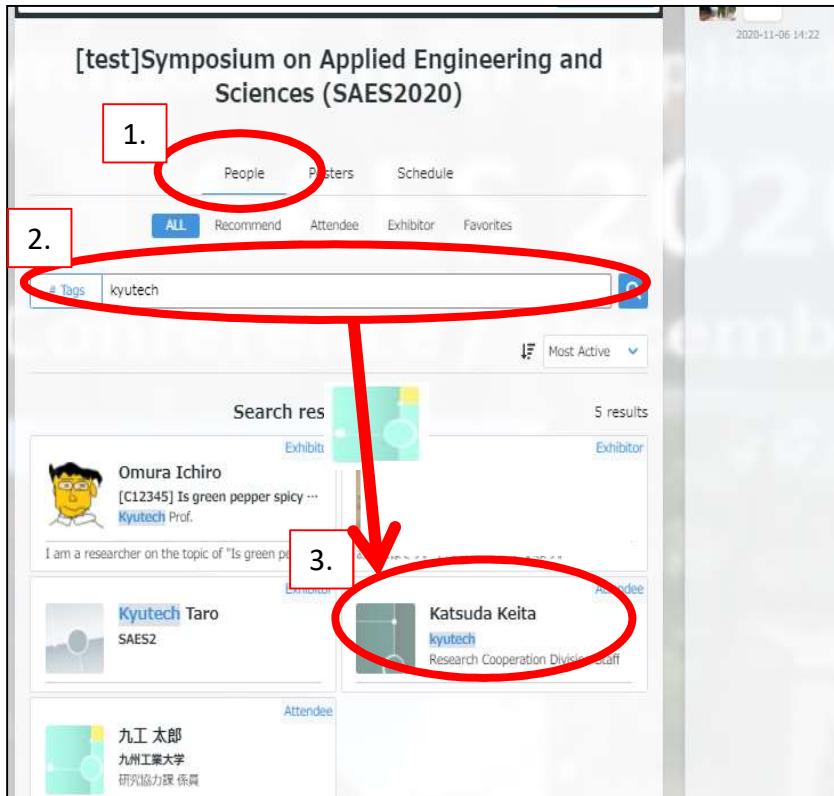
How to ask questions
（Poster presentation）

1. Click the upper right of the screen (member icon) on the poster page
2. Click " Inbox" of the Profile.
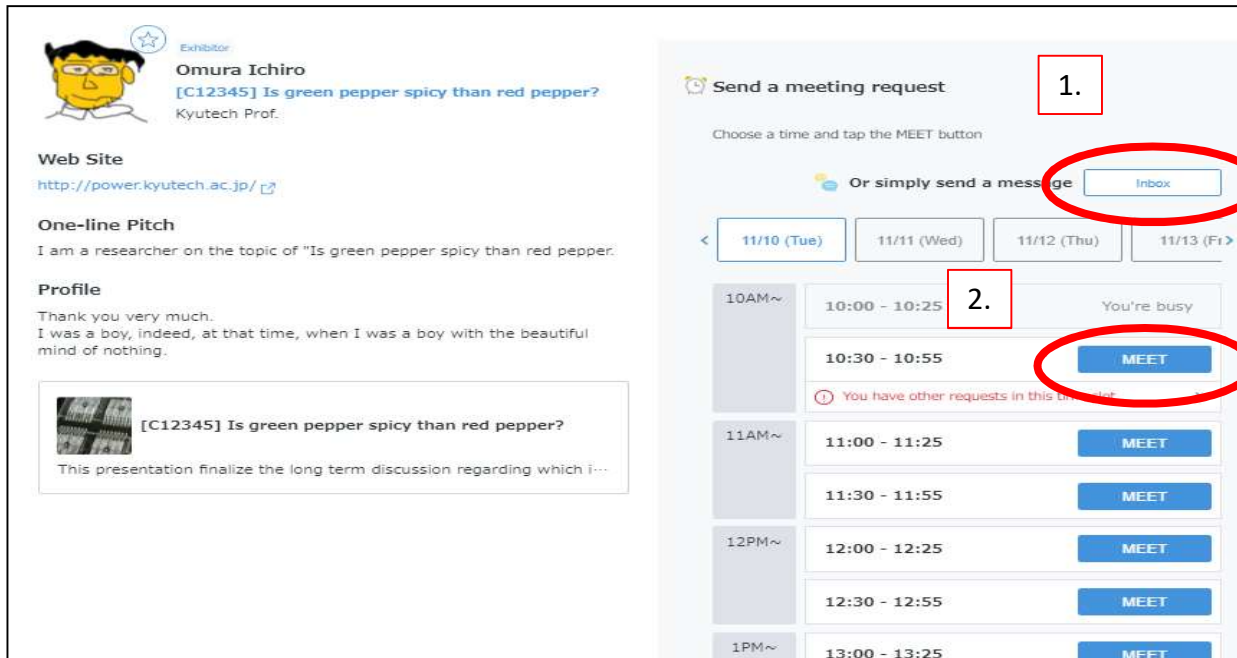3. Send the messages /questions
4. Answers can be reviewed check in "Inbox" of "Chat & Networking Panel"

Networking among participants ①

1. Click "People"
2. Search by presenter's name, poster title etc.
3. Click the participants icon that you want to interact

Networking among participant②

1. Click "Inbox" to chat
2. Available schedules will be shown.
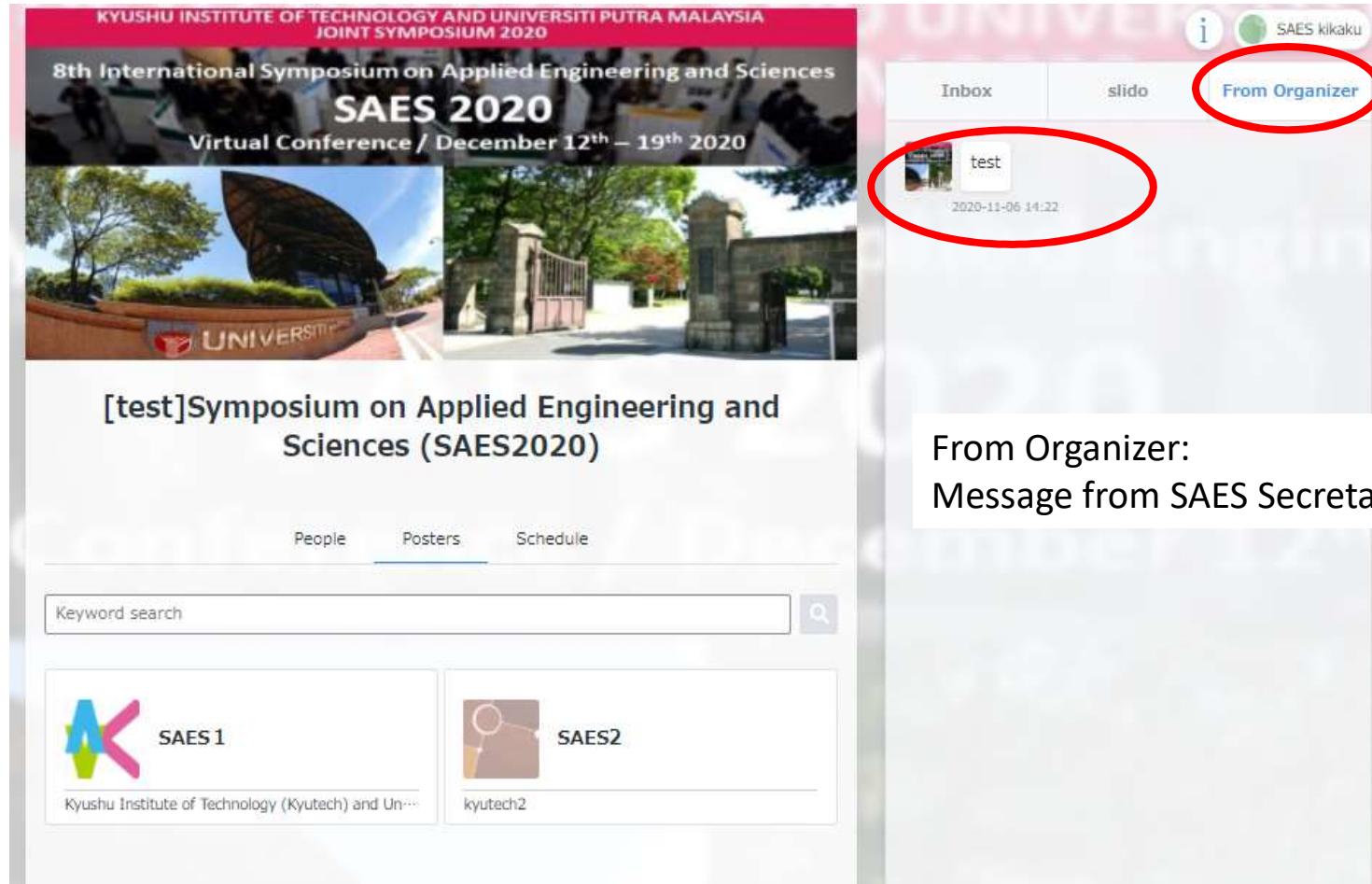   By clicking on "MEET", you can send a web meeting request.

Networking among participants③

1. Click "Inbox" to select
2. Click the participants you are going to interacting with
3. Request and approval of chat or web meeting will be displayed.
4. After the approval is displayed, you can start web meeting through chat system "Whereby"

Others

From Organizer:
Message from SAES Secretariat