

20th International Symposium
on Applied Electromagnetics & Mechanics
ONLINE 5-8.06.2022 | Thessaloniki, Greece

Guidelines for the conference platform

TO USE IT WHENEVER YOU FEEL LOST



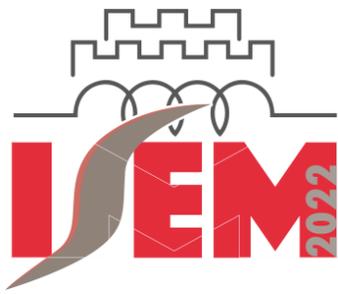
1. Where is the menu?

The menu is located on the left side of your screen.

The screenshot displays the conference platform interface. On the left is a vertical sidebar menu with the following items: Dashboard, My Program, Participants, Speakers Corner, Networking Tables, Media Library, Sponsors, Settings, Help, and Logout. The main content area features a header with the IEM 2022 logo and the event title. Below the header is a schedule grid for three days: Day 1 (Monday, 6 June), Day 2 (Tuesday, 7 June), and Day 3 (Wednesday, 8 June). The grid shows sessions for Main Stage, Breaks, and three rooms (Room 1, Room 2, Room 3) across a time range from 08:00 to 13:00. Sessions include Welcome Session, Mo.PS: Plenary Session, Mo.OIPa: Optimization and Inverse Problems, Mo.MENFT: Microwave Engineering, Mo.NEASPa: Nondestructive Evaluation (Electromagnetic and Mechanical methods) and Advanced Signal Processing, Mo.NEASPB: Nondestructive Evaluation (methods) and Advanced Signal Processing, Mo.ASEDA: Analysis and Simulation of Electromagnetic Devices, and Mo.MHA: Micromagnetics, Hysteresis.

There, you can find:

- The **"Dashboard"**, which can be considered the "home" of the platform
- The sessions you have added to your program in **"My Program"**
- The participants of the conference in **"Participants"**

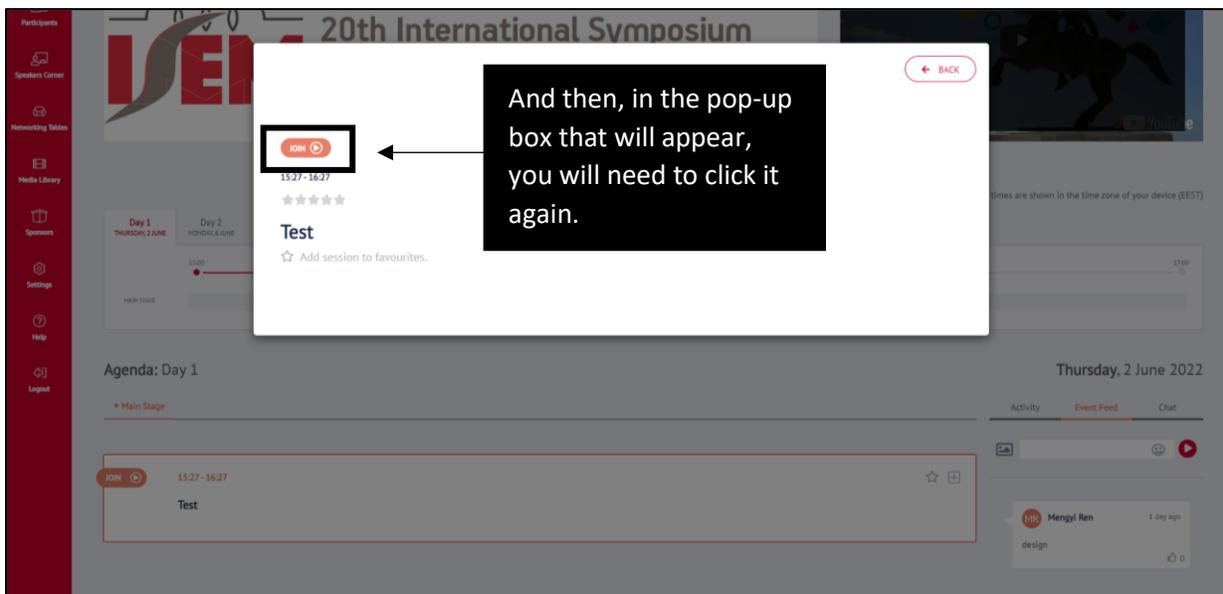
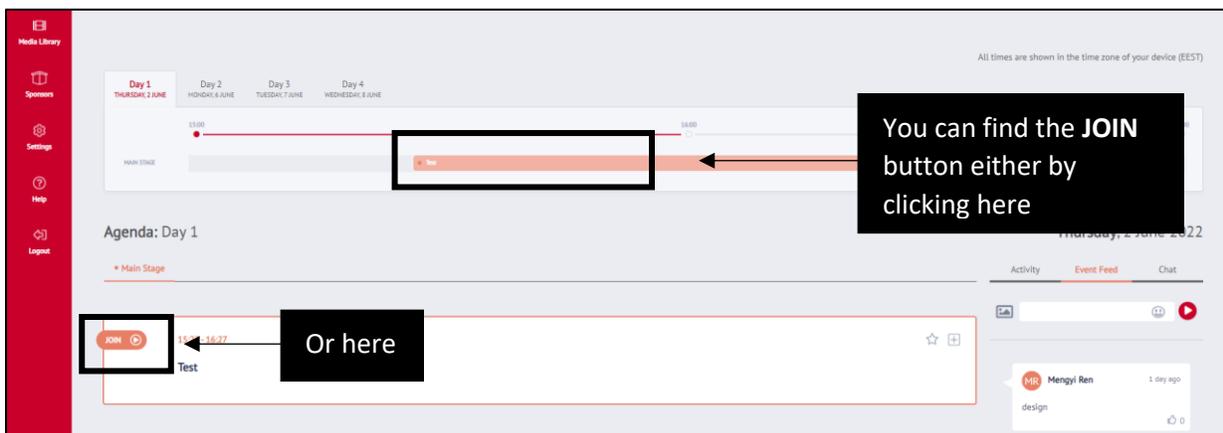


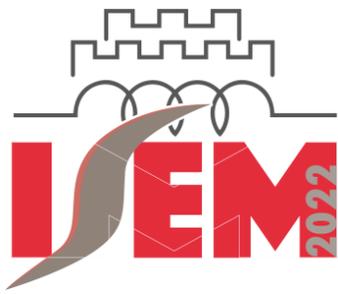
20th International Symposium on Applied Electromagnetics & Mechanics ONLINE 5-8.06.2022 | Thessaloniki, Greece

- The **“Networking Tables”**
- Information about the Keynote Speakers in **“Speakers”**
- The **“Media Library”**, where you will find material, like documents, recorded sessions etc.

2. How can I join a session?

5 minutes before each session starts, the **JOIN** button will appear.





20th International Symposium on Applied Electromagnetics & Mechanics **ONLINE 5-8.06.2022 | Thessaloniki, Greece**

Once you will hit the JOIN button, you will be redirected to a **ZOOM** room, where all the zoom features are applying.

A moderator from our team will be waiting for you in the room. He/she will be there to assist you whenever you will need help.

3. How can I connect with other participants?

Networking Tables

Visit the "Networking Tables" tab you will find in the menu on your left and join a table. You want to create your own table? On the top right, click "Create a table", set the name, the time and the number of people who can join the table and enjoy your session.

*Please have in mind that all the participants of the conference can have access to these tables.

Connect 1-to-1

Find the "Chat" and skim through the participant list. Start engaging with fellow participants and speakers. You can send them a message or join them in a private 1-to-1 video call.

*Please have in mind that the participant with whom you want to start a video chat, must first accept your request in order for the video call to start.

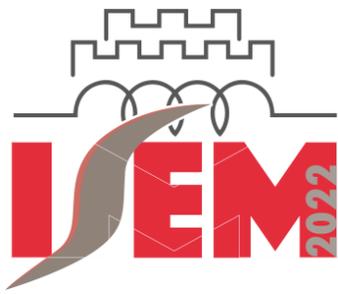
Matchmaking

Set your profile tags based on your interests and receive suggestions of potentially relevant connections based on these profile tags.

On the dashboard by clicking the menu on your left, you will find the matchmaking tool, with which you can find connections based on what you offer and looking for. Here you can fine-tune your "I offer" and "I look for" tags, schedule a call with a schedule request, send a private message or meet through the video rooms.

Match Roulette

Feeling adventurous? Not quite sure with whom to start a conversation? Let us match you with another random participant that also wants to be randomly matched. Please note that if you are alone in a room it might be because no one has clicked the Match Roulette. Wait a few minutes or encourage others to join!



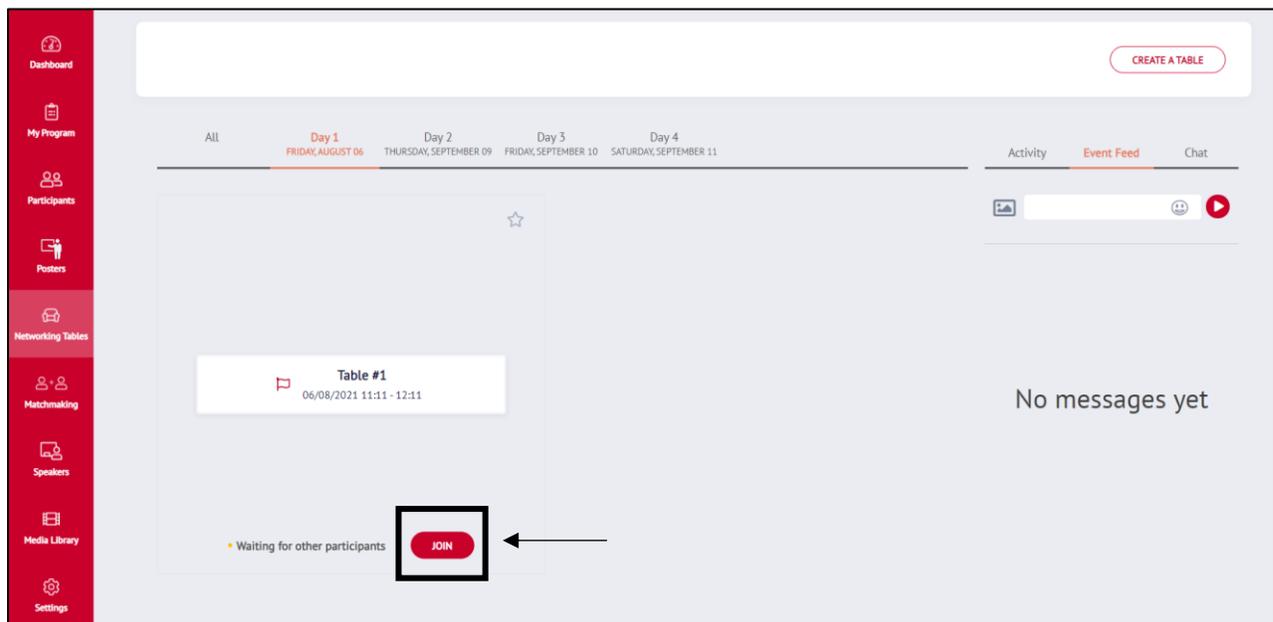
20th International Symposium on Applied Electromagnetics & Mechanics ONLINE 5-8.06.2022 | Thessaloniki, Greece

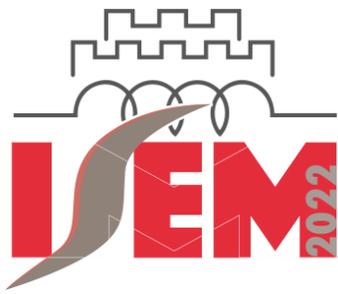
4. Where can I find the networking tables?

As we have indicated before, the networking tables can be found at the main menu, here:



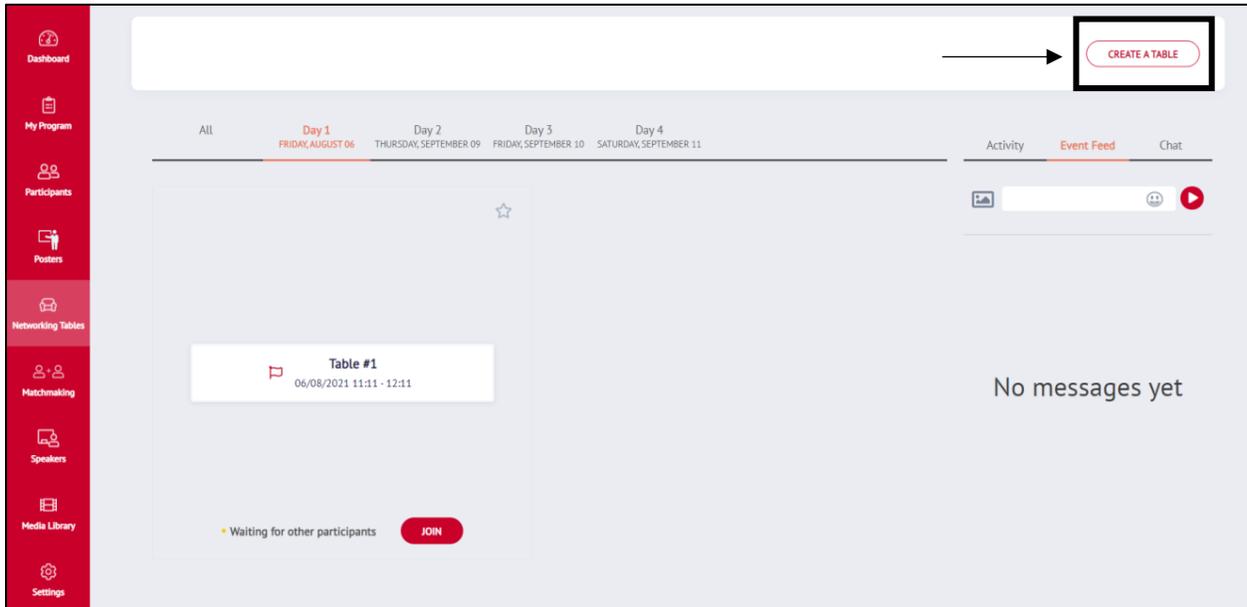
You can either join a networking table that already exists by clicking the **“JOIN”** button:



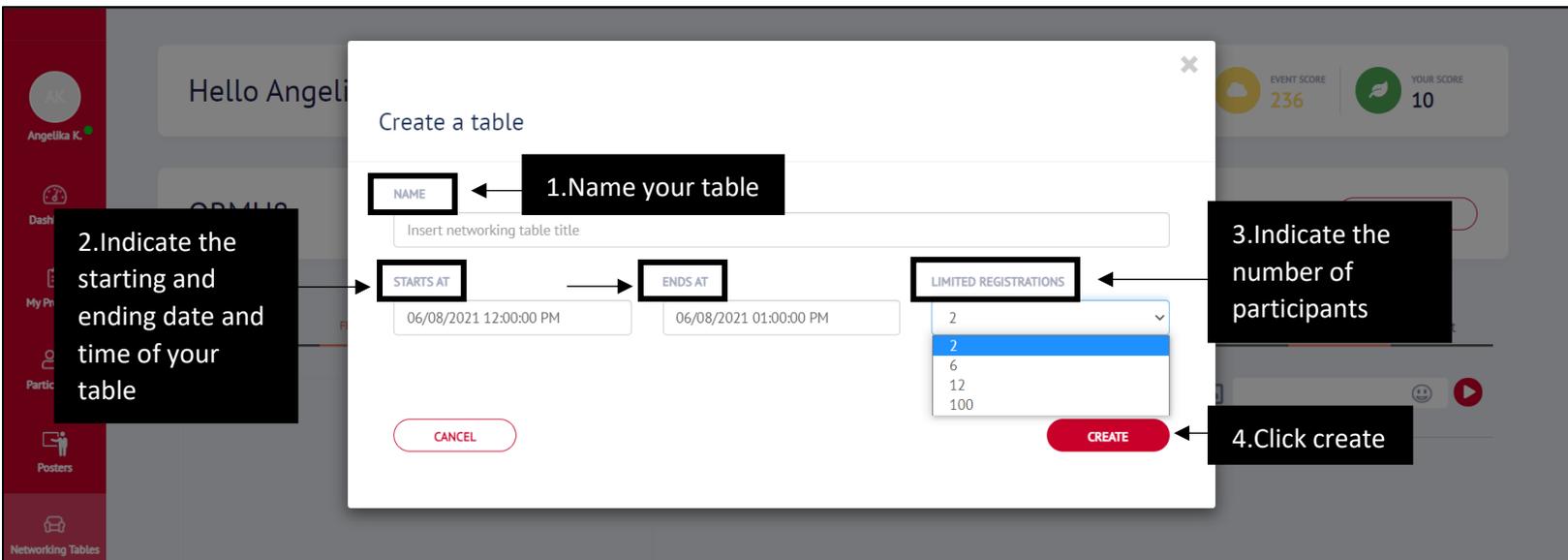


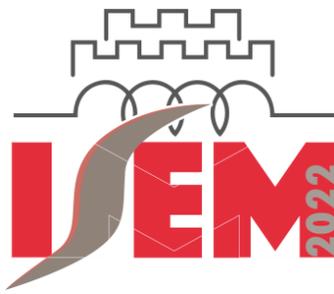
20th International Symposium on Applied Electromagnetics & Mechanics ONLINE 5-8.06.2022 | Thessaloniki, Greece

Or **create your own** here:



In the pop-up window:





20th International Symposium on Applied Electromagnetics & Mechanics ONLINE 5-8.06.2022 | Thessaloniki, Greece

5. Where are the announcements?

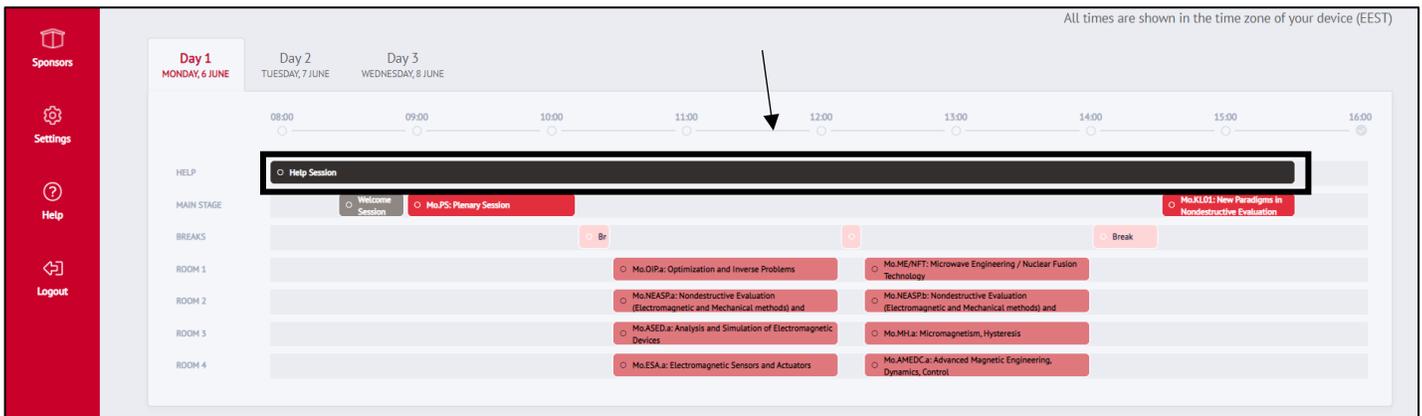
At the **Dashboard**, you can find all the announcements of the conference in the **“Event Feed”** here:

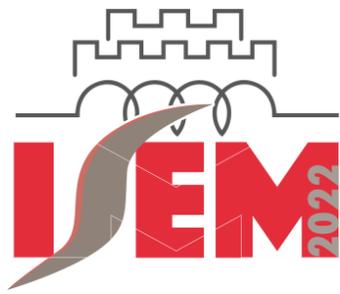


You can also leave your own comments or upload images.

6. Where can I find help?

If you encounter any trouble with the platform in a technical level, you can either join our friendly support team in this video room or, if you want to start a private conversation, reach us at hello@scoocs.co





**20th International Symposium
on Applied Electromagnetics & Mechanics**
ONLINE 5-8.06.2022 | Thessaloniki, Greece

For any other issue, you can reach us at the conference's email
isem2022@symvoli.gr

Happy conferencing,
The ISEM2022 team