

# Guidelines for participating in real-time Organizing Sessions of SICE2020

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# 1. Introduction

Real-time Organizing Sessions of SICE2020 will be held via Zoom Webinar. You can attend the real-time sessions via a link on the online conference site (see Section 3 for details) or using the Zoom client software (see Section 4 for details). You can send chat messages or virtually raise your hand by clicking icons at the bottom of the Zoom Webinar window, as shown in Section 5.

There will be a Question and Answer (Q&A) session after each talk. To ask questions at Q&A sessions, please follow the instructions given in Section 6.

Please note that both audio and video recordings, and streaming are prohibited during the real-time sessions.

## 2. Real-time sessions will be held via Zoom Webinar

- All participants, except session chairs and speakers, can join the sessions as attendees.
- The following limited features will be available to the attendees:
  - to ask questions when session chairs give permission.
  - to send messages from the chat box at the bottom of the Zoom Webinar window; if you have any questions or comments about the real-time sessions, please send chat messages to the committee.

**Please note that audio and video recordings, and streaming are prohibited during the sessions.**

# 3. You can attend via a link on the online conference site (1)

SICE2020 online web site



Courses

For participants (Receipt, Movie upload)

- Movie file upload
- Receipt & Participation Certificate Download
- test course

Proceedings & Technical Programs

- Proceedings & Technical Programs (Online viewing)
- Proceedings download

VoD Exhibition [24th Sep. - 30th Sep.] Interactive Q&A: 24th and 25th Sep. 13:00

- Japan Electric Measuring Instruments and Manufacturer's Association (JEMMA)

List of Live Presentations, Workshop, Tutorial and Panel Discussion (Meeting IDs)

1. Please choose a session that you would like to attend from the list of live(real-time) sessions on the online conference site, and click the link of the session.

Live (real-time) session: Innovation for New Value Creation in Manufacturing [Sep.24, 9:00-12:00 (TST)]

MeetingID: [redacted]  
Pw: [redacted]  
URL: [https://a02web.zoom.us/j/\[redacted\]](https://a02web.zoom.us/j/[redacted]) ←

Live (real-time) session: Recent advances in the control of renewable energy management systems distributed and multi-layer systems design [Sep.24, 14:30-16:00 (TST)]

MeetingID: [redacted]  
Pw: [redacted]  
URL: [https://a02web.zoom.us/j/\[redacted\]](https://a02web.zoom.us/j/[redacted]) ←

Special Panel Session: International Symposium on Safety and Secure Control System [Sep.25, 11:00-12:30 (TST)]

MeetingID: [redacted]  
Pw: [redacted]  
URL: [https://a02web.zoom.us/j/\[redacted\]](https://a02web.zoom.us/j/[redacted]) ←

Live (real-time) session: Robotics and System Theory [Sep.25, 14:30-16:00 (TST)]

MeetingID: [redacted]  
Pw: [redacted]  
URL: [https://a02web.zoom.us/j/\[redacted\]](https://a02web.zoom.us/j/[redacted]) ←

Live (real-time) session: Boundary and Relativity Perspective Systems Approach [Sep.26, 13:00-16:00 (TST)]

MeetingID: [redacted]

# 3. You can attend via a link on the online conference site (2)

Webinar Registration

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Topic    SICE2020 [REDACTED]

Description    [REDACTED]

Time    [REDACTED]

---

\* Required information

First Name \*    Last Name \*

[REDACTED]    [REDACTED]

Email Address \*    Confirm Email Address \*

[REDACTED]    [REDACTED]

[Register](#)

2. After the click, you will see the Webinar Registration form, as shown on the left. Then, please input your first name, last name, and the email address used when you registered for SICE 2020.


# 3. You can attend via a link on the online conference site (3)

Webinar Registration Approved

Topic SICE2020 [REDACTED]

Description [REDACTED]

Time [REDACTED]

 Add to calendar ▾

Webinar ID 8 [REDACTED]


To Join the Webinar

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. [https://us02web.zoom.us/j/8\[REDACTED\]](https://us02web.zoom.us/j/8[REDACTED])

To Cancel This Registration

You can [cancel](#) your registration at any time.



3. If your email address is confirmed, you can see a link to a webinar, as shown on the left. Please click the link to join the session.

# 3. You can attend via a link on the online conference site (4)

Webinar Registration Pending Approval

Topic [REDACTED]

Description [REDACTED]

Time [REDACTED]

Webinar ID [REDACTED]

Your registration request for this webinar has been submitted to the host for approval. You will receive an email regarding your registration status.

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To Cancel This Registration

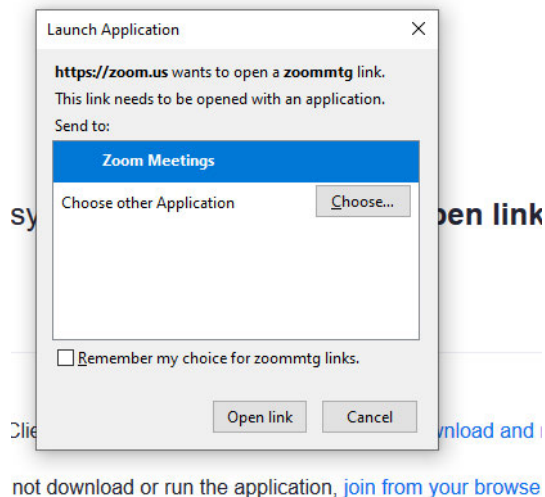
You can [cancel](#) your registration at any time.

If the entered email address is invalid or is different from the one registered for SICE2020, you will see a message as shown on the left; then please go back to step 2 and enter the valid registered email address.

If you failed to find the valid registered email address, please contact [sice2020-register@sice.or.jp](mailto:sice2020-register@sice.or.jp).

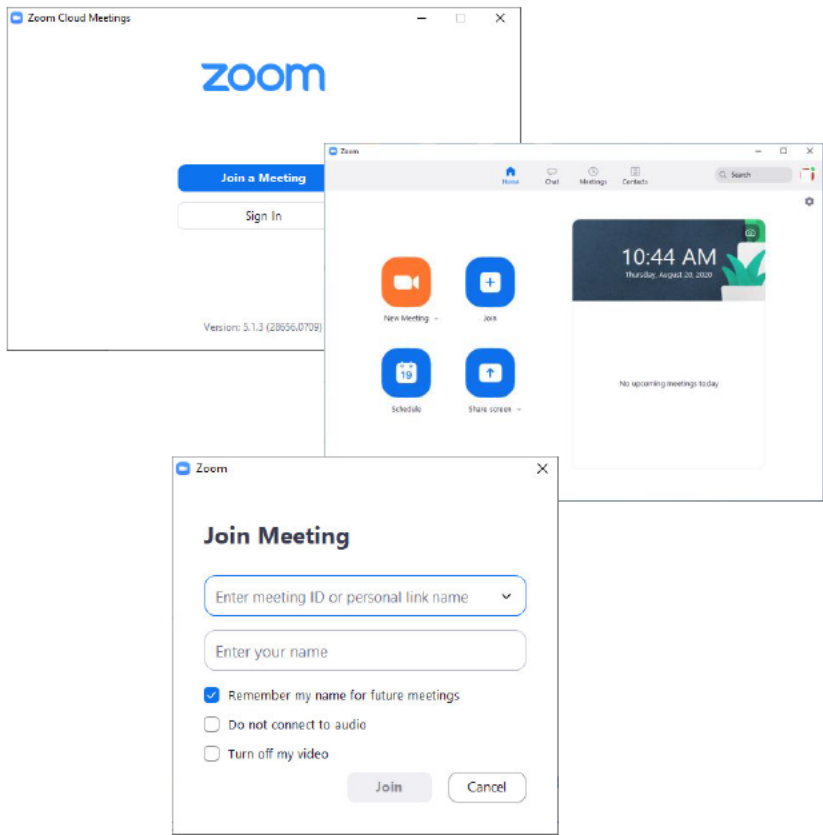


### 3. You can attend via a link on the online conference site (5)



4. Please click "Open link" to launch the Zoom client. (If the Zoom client software is not installed on your device, the installation process will start automatically.)
5. If you cannot install the software on your device due to company policy, please click "Cancel", and then click "Join from your browser".

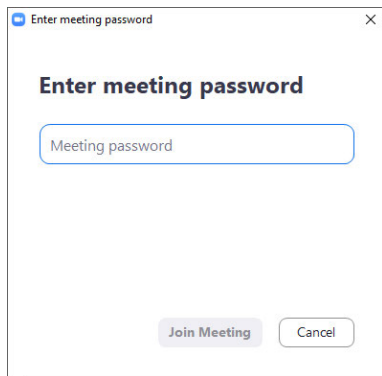
# 4. Alternatively, you can attend using the Zoom client software (1)



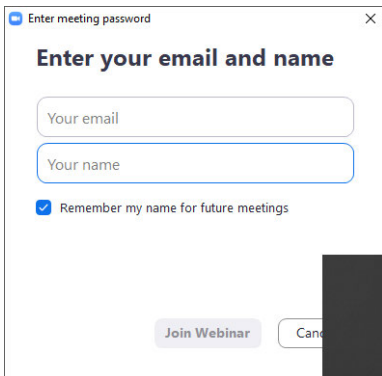
1. Please launch the Zoom client software, and click "Join a Meeting".
2. Then, please enter the webinar ID and your name.

(If you have a Zoom account linked with the email address registered for SICE2020, you can join the meeting from your Zoom account.)

## 4. Alternatively, you can attend using the Zoom client software (2)



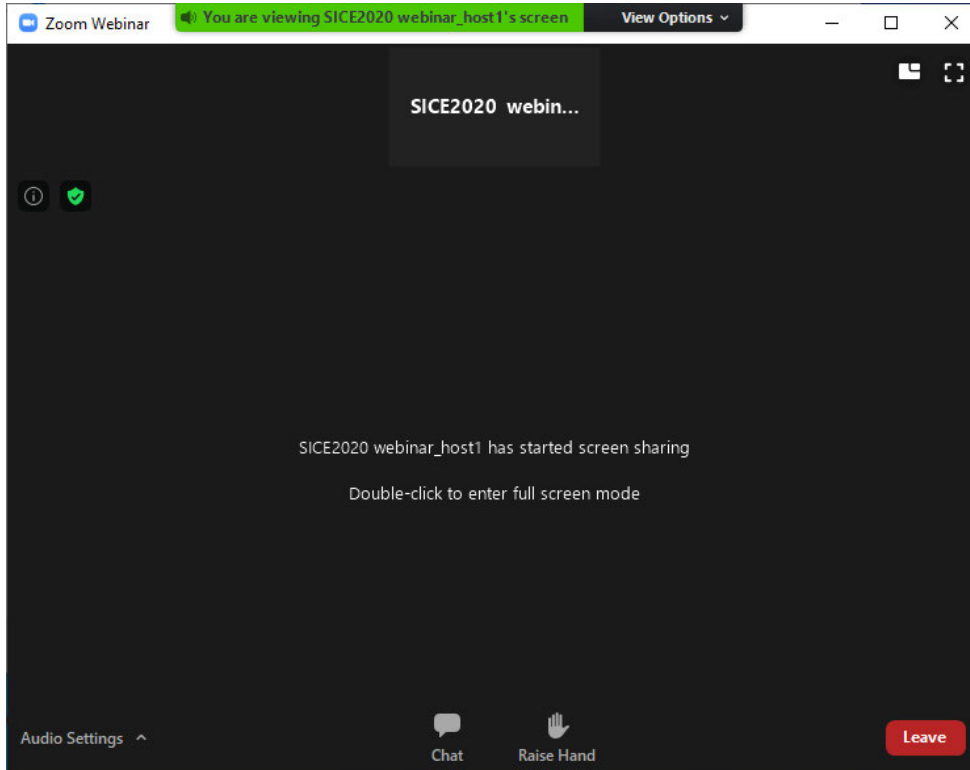
A screenshot of a Zoom dialog box titled "Enter meeting password". The dialog has a close button (X) in the top right corner. The main heading is "Enter meeting password". Below the heading is a text input field with the placeholder text "Meeting password". At the bottom of the dialog are two buttons: "Join Meeting" and "Cancel".



A screenshot of a Zoom dialog box titled "Enter meeting password". The dialog has a close button (X) in the top right corner. The main heading is "Enter your email and name". Below the heading are two text input fields: "Your email" and "Your name". Below the "Your name" field is a checked checkbox with the label "Remember my name for future meetings". At the bottom of the dialog are two buttons: "Join Webinar" and "Cancel".

3. Please enter the password of the webinar, and click "Join Meeting".
4. If you are not signed into the Zoom client, please enter your email address and name, and then click "Join Webinar".

## 5. "Chat" and "Raise Hand" icons are at the bottom of the Zoom Webinar window

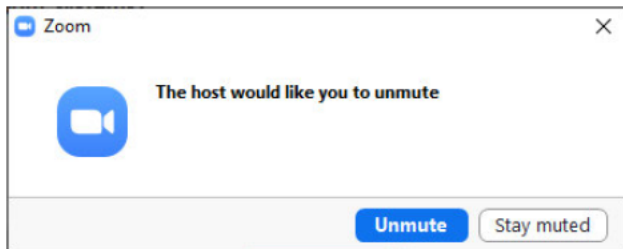


- If you are not the session chair nor the speaker of the session, you will see a Zoom Webinar window as shown on the left; you will see icons for "Chat" and "Raise Hand", and there will be no other icons, such as the ones to share your screen and to display your video.
- To leave the session, please click "Leave" at the lower right corner.

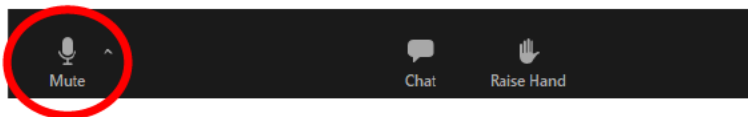
# 6. To ask questions at Q&A sessions, please click "Raise Hand".



- If you have any questions or comments, please click the "Raise Hand" icon.



- If the session chair gives you permission to speak, you will see a dialog box saying, "The host would like you to unmute".
- After you click "Unmute", a microphone icon appears at the lower left corner of the Zoom client window. Then, you can ask your questions to the speaker.



- If the session chair revokes the attendee's ability to speak, the microphone icon will disappear.

# 7. Summary and further information

- The duration of each talk is **12 mins and the Q&A session is 3 mins.**
- Please note that there may not be enough time to answer all the questions as **the duration of each Q&A session is strictly limited to 3 mins.**
- To ask a question, please click the "**Raise Hand**" icon at the bottom of the window. You can start to speak after your microphone is unmute.
- You can also ask questions by sending chat messages on the online conference site in the same way as you would do at other VoD sessions of SICE2020.
- **Please note that audio and video recordings and streaming are prohibited during the real-time sessions.**