

## AE2024 - Instructions for participants

### Room A, Room B

- are moderated rooms
- all participants are muted and for unmute have to be asked by technical support or chairmen

Room A: <https://cesnet.zoom.us/j/95414373627>

Room B: <https://cesnet.zoom.us/j/97262061254>

### Rules:

- 1) Use name in following format: *Surname, First name* for login to conference rooms please. There is possible to rename in Participants Panel.
- 2) It is preferred that the presenter use a camera.
- 3) Time period for each presentation is 20 minutes. 15 minutes for presentation and 5 minutes for discussion. You will be notified at the last minute and **stopped** after 15 minutes.
- 4) The presenter must be in the "room" 10 minutes before the beginning of the session. Chairmen will check it and ask you for raise your hand for better identification.
- 5) The questions can be written to chat during presentation or you can raise hand (Reactions panel – Raise Hand).
- 6) During discussion the chairmen will go through the questions from chat and the questioner will be ask for unmute. Then a word will be given to those who raised their hand.
- 7) **Each presentation will start at exact time!!!** For longer discussion is necessary to use the Discussion Room. In case of cancellation of the contribution, there is a pause in its time and next presenter will be asked for screen sharing one minute before the start of his presentation.

