

1. Instruction for Audience

1.1. Important notes

Saving, recording, and redistributing received video and presentation materials (including screen capture) are prohibited.

1.2. Joining Zoom Meetings

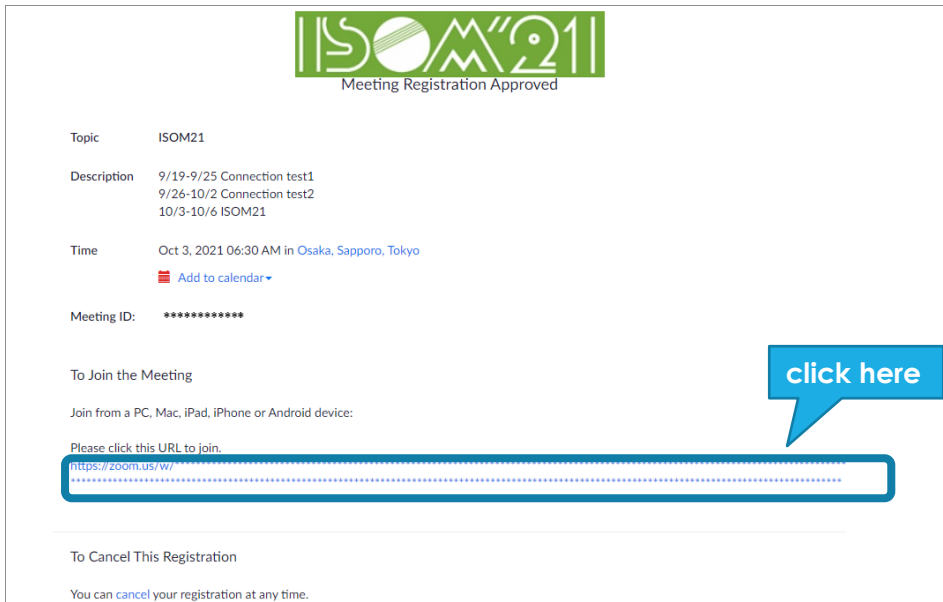
- Click the Meeting Registration URL in the email sent by ISOM to join Zoom Meetings.
- In the Meeting Registration Form, you need to fill in time (meeting to attend), your name, email address, affiliation (organization) and registration number that used in your conference registration.

*"The registration number" is "the entry number" listed in the email you received from the ISOM Secretariat after you paid the registration fee at ISOM '21 online registration.

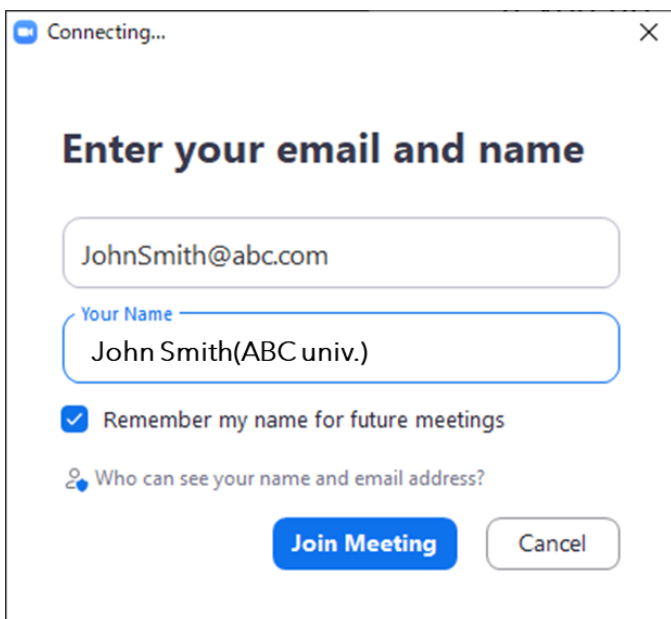
The screenshot shows the ISOM'21 Meeting Registration form. At the top is the ISOM'21 logo and 'Meeting Registration' text, followed by social media icons for Facebook, Twitter, LinkedIn, and Email. The form fields are as follows:

- Topic:** ISOM21
- Description:** 9/19-9/25 Connection test1, 9/26-10/2 Connection test2, 10/3-10/6 ISOM21
- Time:** Please choose only one meeting to attend. A dropdown menu shows 'Oct 3, 2021 06:30 AM'. Below it, 'Time shows in Osaka, Sapporo, Tokyo'.
- First Name*:** Input field with 'John'.
- Last Name*:** Input field with 'Smith'.
- Email Address*:** Input field with 'JohnSmith@abc.com'.
- Confirm Email Address*:** Input field with 'JohnSmith@abc.com'.
- Organization*:** Input field with 'ABC univ.'.
- Registration No.*:** Input field with '1234567'.

Below the fields, there is a note: '* Required information' and 'Information you provide when registering will be shared with the account owner and host and can be used and shared by them in accordance with their Terms and Privacy Policy.' At the bottom, there is a 'I'm not a robot' checkbox, a CAPTCHA logo, and a blue 'Register' button. A blue callout bubble with the text 'click here' points to the 'Register' button.



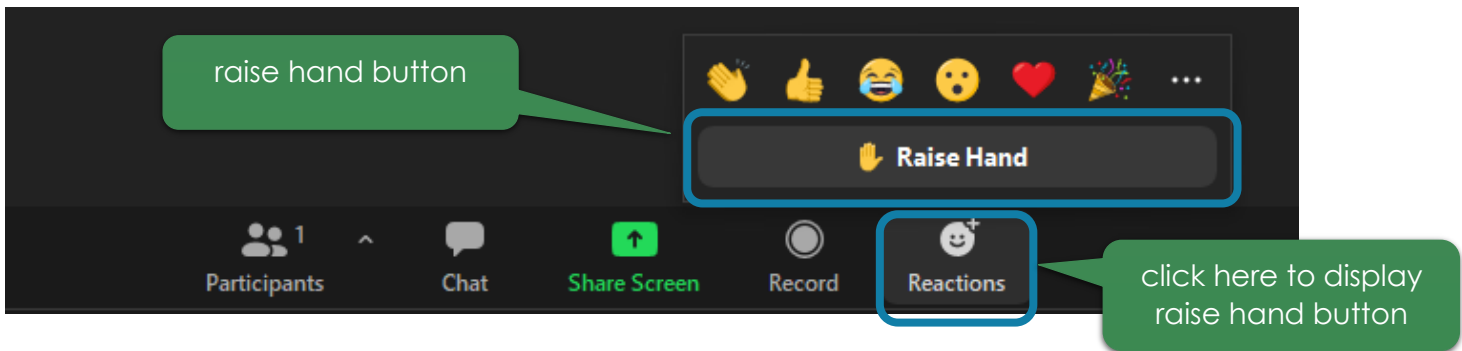
- When you enter Zoom Meetings, you need to set your email address and name. In the name field, you should write your name and affiliation.



- If the administrator cannot recognize whether you are a registered participant, he will contact you via chat etc. If the administrator cannot confirm your registration and payment, he may suspend your entry.
- Please mute your microphone and camera when joining Zoom Meetings. If your microphone is on and noise interferes with the presentation, the administrator may turn off your microphone.

1.3. Q & A

•If you have a question, press the raise hand button to tell the presider that you have a question. The presider looks at the mark of the raised hand and nominates the questioner. When you are nominated, please turn on the microphone and ask the question.



•If the microphone is not available, please post your question in chat. In this case, the presider will read the question on your behalf and ask the presenter.

1.4. Contact information

•If you would like to contact the administrator, please use Zoom's chat function or send an email to the address below.

secretary@isom.jp