Participants’ Guide for ISIE2021
Presentation & Discussion Flowchart at ISIE2021 #1

Before session time (June 19, 2021 0:00~(GMT)/ 9:00~(JST)) ➔ InfoVaya

- Presentation (Video)
- Chat-based discussion (comment section)

During session time (June 20~23, 2021) ➔ ZOOM Meeting

- Presentation (Video or Live-presentation(option)) & Discussion on Zoom

After session time (until June 23, 2021) ➔ InfoVaya

- Presentation (Video)
- Chat-based discussion (comment section)

*If there's no question on zoom, discussions on InfoVaya may referred by the chair.
**The question posted on InfoVaya may be brought to the Zoom meeting by the questioner who want to have live discussion with the presenter.

Flow of oral discussion time

Chat “I have a question” on zoom ➔ Picked out by the chair ➔ Oral discussion

Participants can continue discussions after the session on InfoVaya.
For presenters, please reply to the comments during June 20~23.
After June 23, it is possible to use the chat in infovaya until September 23.
Session greeting

Zoom

Discussion before session time (InfoVaya)

Presentation (video)

Chat-based discussion

Presentation & Discussion Flowchart at ISIE2021 #2

[NOTE]
Basically, the staff will play the recorded video on InfoVaya for the presentation. However, if there’s a presenter who would like to make their presentation online instead of playing video, there may be some live presentations.

Paper 1

Presentation time (video) *

12-15min

5min

Oral discussion time

Paper 2

Presentation time (video) *

12-15min

5min

Oral discussion time

~Paper 3, 4, 5 will continue~

*If the presenter not showed up to the session, the session will proceed as originally scheduled.

Session Closing

Break time

Oral discussion time

Chat “I have a question” on zoom

Picked out by the chair

Oral discussion

*If there’s no question on zoom, discussions on InfoVaya may referred by the chair.

**The question posted on InfoVaya may be brought to the Zoom meeting by the questioner who want to have live discussion with the presenter.
1. Set your password

1.1- Go to the following URL (to be linked to InfoVaya) to access the online platform.
https://events.infovaya.com/event?id=81

1.2- Click here to setting your password.

[NOTE]
Those who haven’t finished registration & payment, please access the registration page first, and finish registration & payment.
https://www.isie2021.org/registration.html

For those who registered after June 14, it may take some time to set up access rights to InfoVaya online conference system.
1.3- Enter your email address that will be informed by the EVTeC 2021 Secretariat.

1.4- You will receive an email from InfoVaya (noreply@infovaya.com). Click here to set your new password.
1.5- Enter your password that can be decided by yourself.

Password must...
- contain at least one capital letter, one lowercase letter and a number.
- be 8 characters minimum.

1.6- Now you can login with your email address and password.
2. See ISIE 2021 Program and Presentation (Presentation video (on-demand))

2.1- Click here to go to ISIE 2021 Program.
2.2- On the top page, there are several menus:

①Program: You can check the program by time table.
②Digest: You can check the program by checking the digest of each presentations.
③Sessions: You can check the program from session list.
④Profiles: You can check the list of presenters/chairs/authors those who uploaded photo
⑤Popular: Popular presentations are listed here.
⑥Conference news: If there’s any news, the post will be updated.
⑦Proceedings: You can download proceedings zip file from this link.
2.3- If you click “Digest” on the top page, you can see the pages below:

- Video (mp4)
- Paper (pdf)

This clipmark shows there are presentation slides (PDF).

* To see the file, please go to next page.

Please click the Presentation title of the presentation you would like to check.
2.4- On the next page, you can check each presentations’ abstract, video, full text (papers), and presentation slides (if any).

1. Presentation and session information

2. Presentation Video
   - Participants can watch the pre-recorded video anytime.

3. Paper (PDF)

4. Presentation Slides (if any)

5. Comments (chat-based discussion)
   - Participants can write questions anytime.
   - Presenters should write the answers for the comments
3. See ISIE 2021 Program and Presentation (Attending live-sessions)

3.1- After you login, please select the program/session you would like to join. Once you moved to the session, please click “join live session” link to launch zoom meeting.

*Please note that sharing these ZOOM URL with non-registered individuals is strictly prohibited.
3.2- If this is first time for you to use zoom, please install zoom in your PC. Go https://zoom.us/download#client_4meeting
Click “Download”
Zoom will be automatically operated from the next log-in time
Note: You may log-in from your browser, but some functions might be lost.
3.3- After you login at zoom, please change your zoom name as below:

J. Smith (UTokyo, XXX)

where XXX=the last 3 digits of the registration number.

For the presentation time (video/live), please turn the microphone and video **OFF** during the presentations.
3.4- During the oral discussion time, if you wish to talk for question, please chat “I have a question”. Please do not write the question itself.

Then the chair will pick the attendee’s name and allow you to talk, then please unmute the microphone and make questions.
Reference 1: About “Settings”

- Go back to ‘Home’ page.
- Click here to set Email notifications below.

You can receive an email from the system automatically...
- When your presentations receive comments
- When your comments receive a reply
- When your followed presentations receive comments
- When a conference news item is posted

★Change of your password is available on this page.
Reference 2: Others

- Click here if you need any help about the system. FAQ and contact form are available.

- Click here to edit your profile if you want.

4.3 - Click here to finish the screen.
1. Please click “Participants” button.
2. Choose yourself and click the “More” button and the “Rename” button.

3. Change your Zoom name to:

   J. Smith (UTokyo, XXX)

   where XXX=the last 3 digits of the registration number.