

To all speakers who will give oral presentations onsite ~ Please read carefully. ~

- This conference is held in a hybrid style (in-person and online).
- **All (both onsite and remote) speakers will give their presentations using their own PCs.**
Wireless LAN connection (eduroam) is available in all meeting rooms.
If you do not have an eduroam account, please get a guest account at the conference registration desk.
- If wireless LAN connection is not available
You can use an alternate PC at each meeting room. On this PC (Windows, Power point and Acrobat Reader are available.
Please contact LOC staff at each meeting room before the session starts, and ask to copy your presentation materials onto a USB memory stick provided by LOC.
- Before the session starts, please enter the Zoom meeting room of each session.
Please do not connect to audio when entering Zoom
(or mute your microphone and speakers).
The meeting uses mics & speakers set in each meeting room.
- Before the end of the presentation just before yours, please start to share the screen of your PC.
- Your screen is shared just after the end of the screen sharing by the previous presenter.

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