

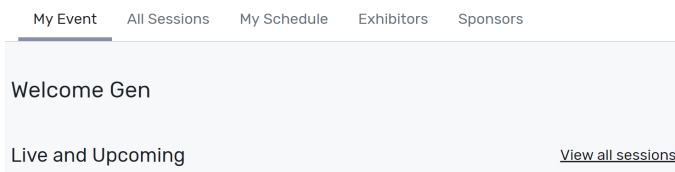
Guide for Attendee

Log in

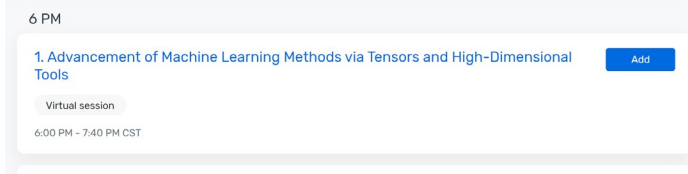
- Go to the virtual attendee hub: <https://symposium2020.icsa.org/virtual-cvent/> (or <https://cvent.me/WL1xDk>)
- Use the same user name (e.g., your email address) as that for registration
- Have any problems? For example, if you cannot receive the authentication code in the registered email:
 - Please contact the help desk via help@icsa.org , telling us your name, work affiliation, and tech issues.
 - Or directly visit the virtual front desk room: <https://symposium2020.icsa.org/virtual-cvent/>

Find session

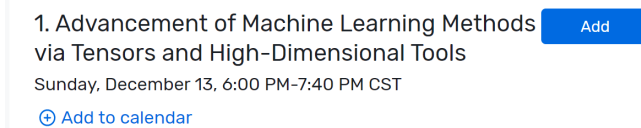
- The detailed program and session schedules can be found at <https://symposium2020.icsa.org/program/>
- Currently, the “My Event” tab on the conference webpage only lists 5 upcoming events. If you need to see the full list, PLEASE USE THE “All Sessions” TAB TO REVIEW AVAILABLE SESSIONS.



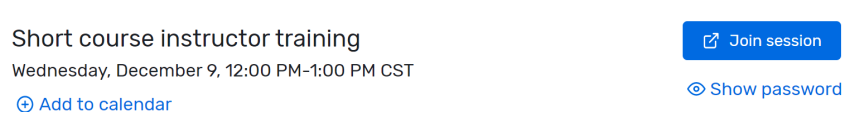
- By clicking the “Add” button, you can add the sessions you are interested in to “My Schedule”



or you can click the title and then click the “Add to calendar” button to add to your personal calendar



- 5 minutes before the session starts, there will be a button ‘Join session’ for you to join the session



About the Sessions

- A total of 100 minutes is given to each session, so each speaker has roughly 25 minutes for presentation (including Q&A)
- Please ask questions via the “chat” channel on Zoom during a presentation or unmute yourself after the presentation, the chair will collect your questions
- The order of speakers within a session may be subject to change
- You are encouraged to open your video to interact with the speakers

Short course

- If you purchased a short course, the short course will automatically show up in ‘All Sessions’ or ‘My Schedule’

Seek for help

- Please ask our volunteers assigned to an ongoing session for help; or ask the front desk for help through joining the “HelpDesk” virtual session