Welcome to instruction for remote participation in ICCET 2024 Conference

1) Enter the website address: https://iccet2024.clickmeeting.com/ in browser (preferably Google Chrome or Mozilla Firefox in latest version):

In right top corner you can change language – defauly that will be your system's language or English.

2) Choose the correct room – plenary sessions will be presented in „Kotłownia hall", other sessions in all three rooms – according to Conference plan.

3) Enter your Name and Surname (1st field) and email address (2nd field):
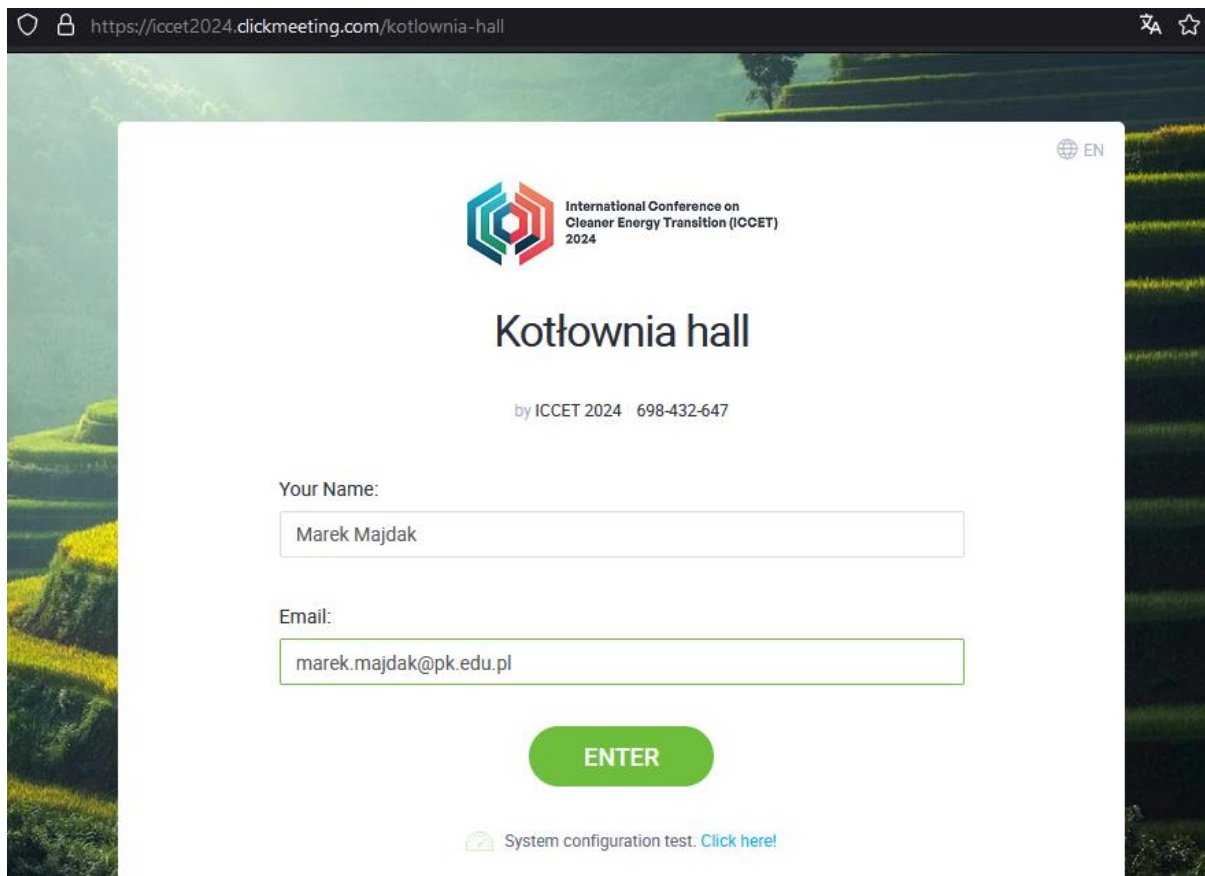
4) You will enter the conference room (I chose „Kotłownia hall"). The conference room will be probably opened in a new browser window. If you are asked to allow the service to access your microphone and camera, I recommend that you agree - this will make it easier to connect to the role of a remote speaker later:
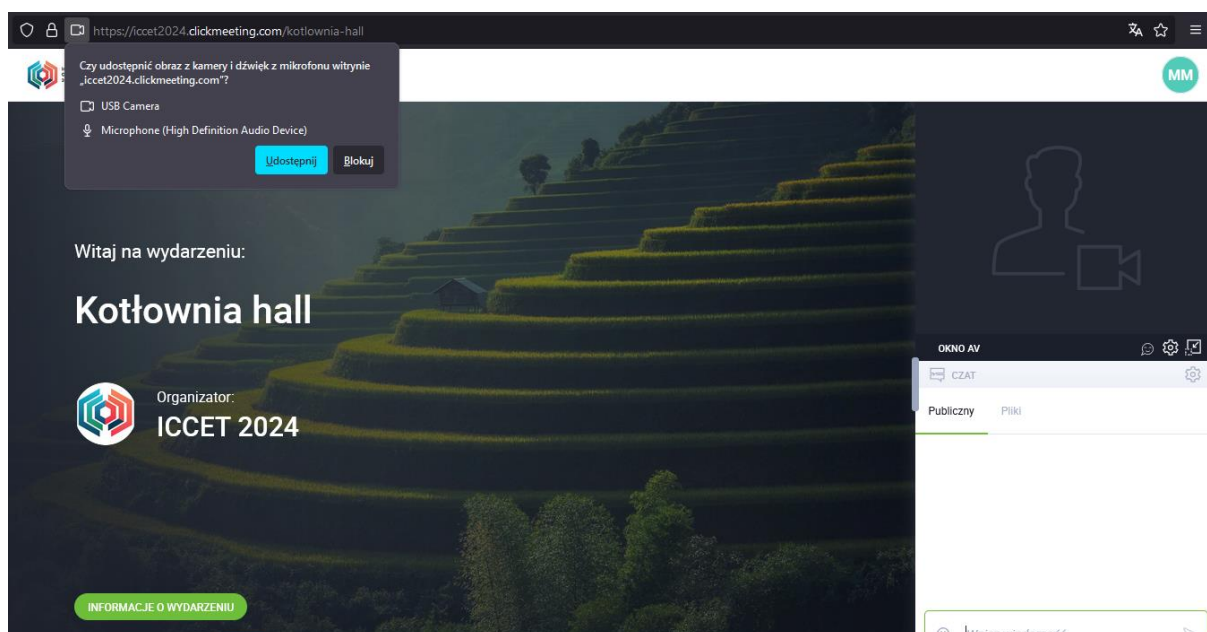
At this point you will be able to watch presentations and write on chat in right down corner.

5) If you will make a presentation during current session someone will contact you a few minutes before it. Just before the presentation you will be allowed to turn on microphone, camera and share screen.
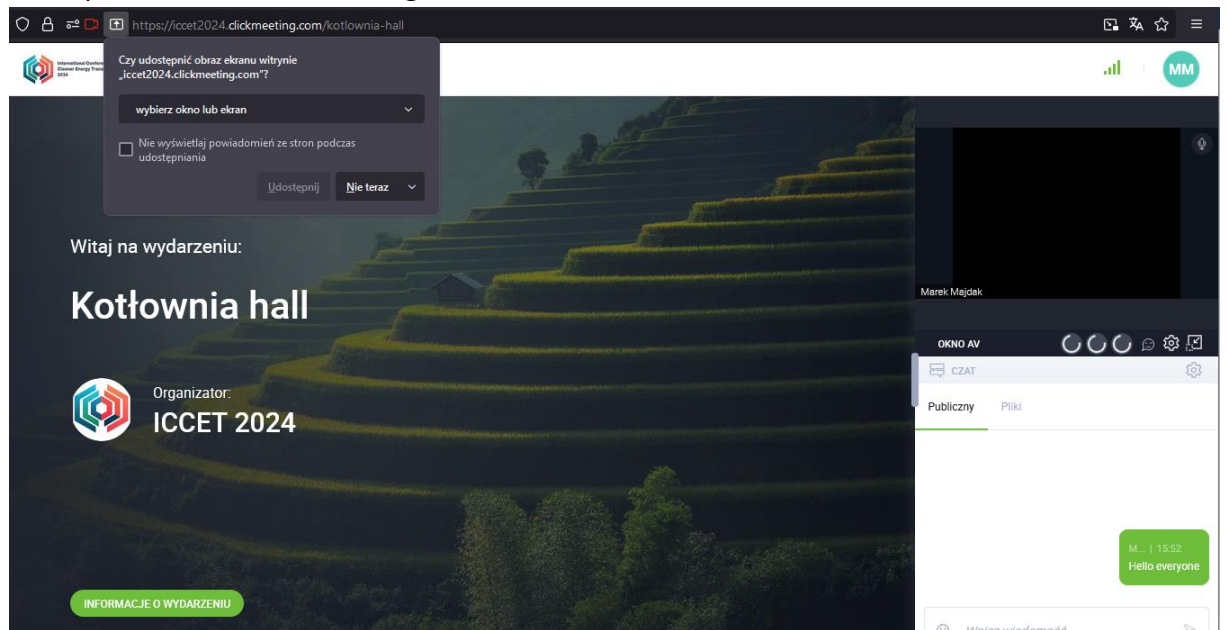You will see window like this („Nadawaj na żywo" means „Broadcast live"):
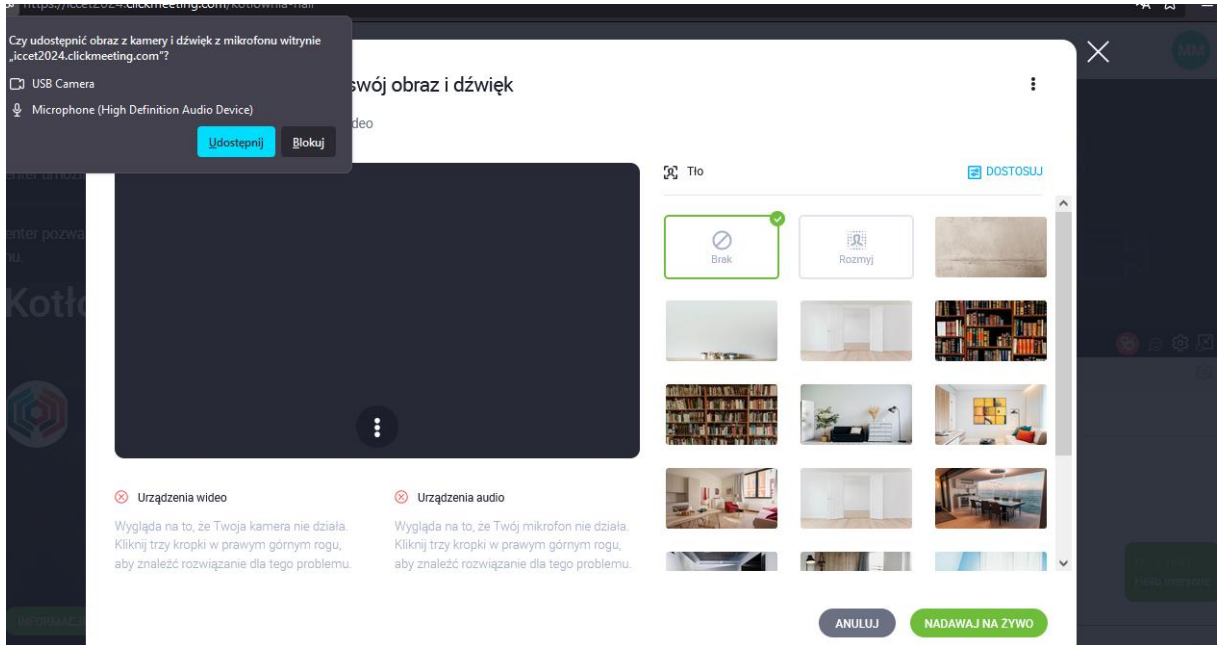
After enabling access to the microphone and camera and confirming with the green button, we return to the session view:
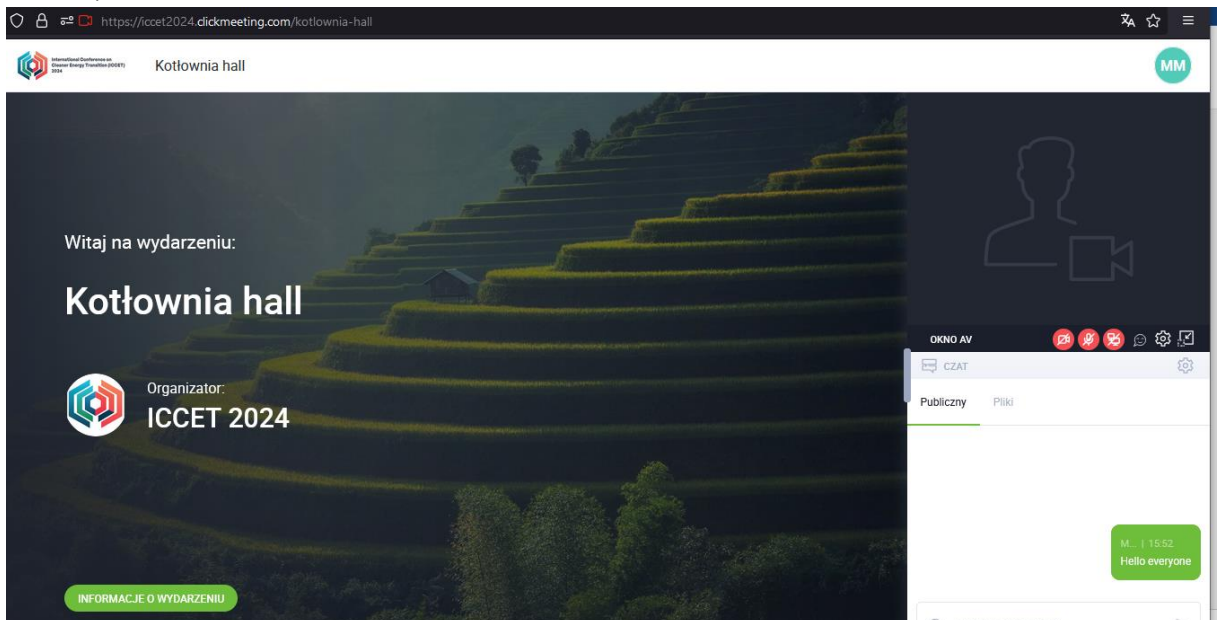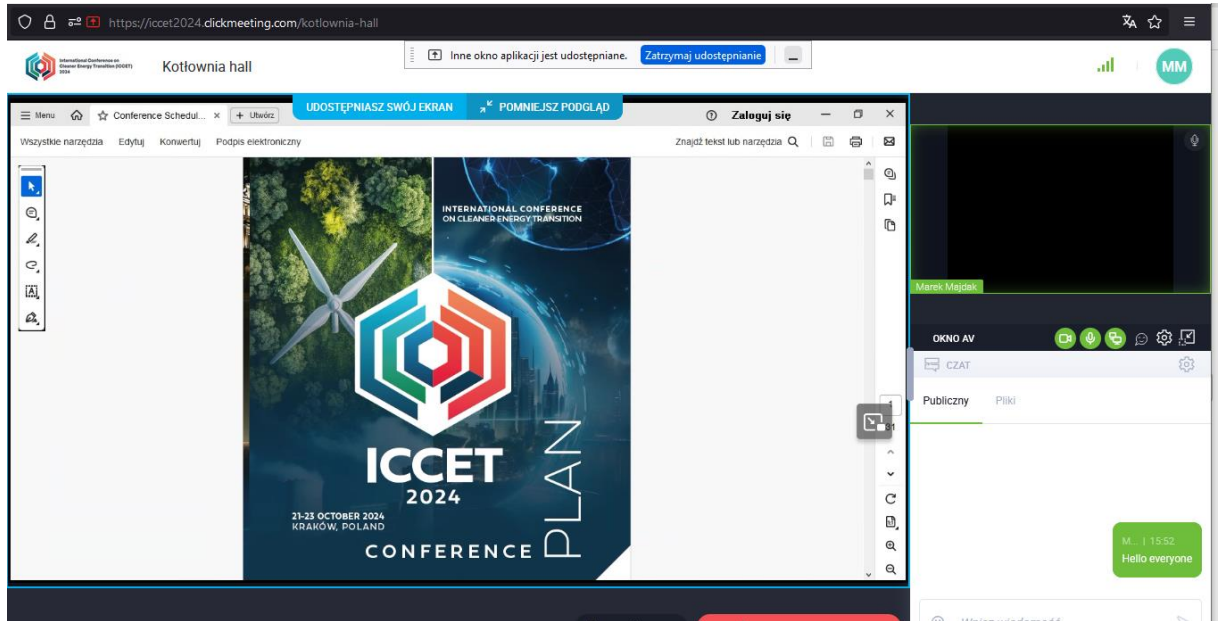
As you can see now I have 3 red icons above chat. They allow to turn on camera, microphone and screen sharing. If I click on all of them:

I will be asked to choose what I like to share ("wybierz okno lub ekran" – "choose window or full screen"). I choose Adobe Acrobat with conference plan:
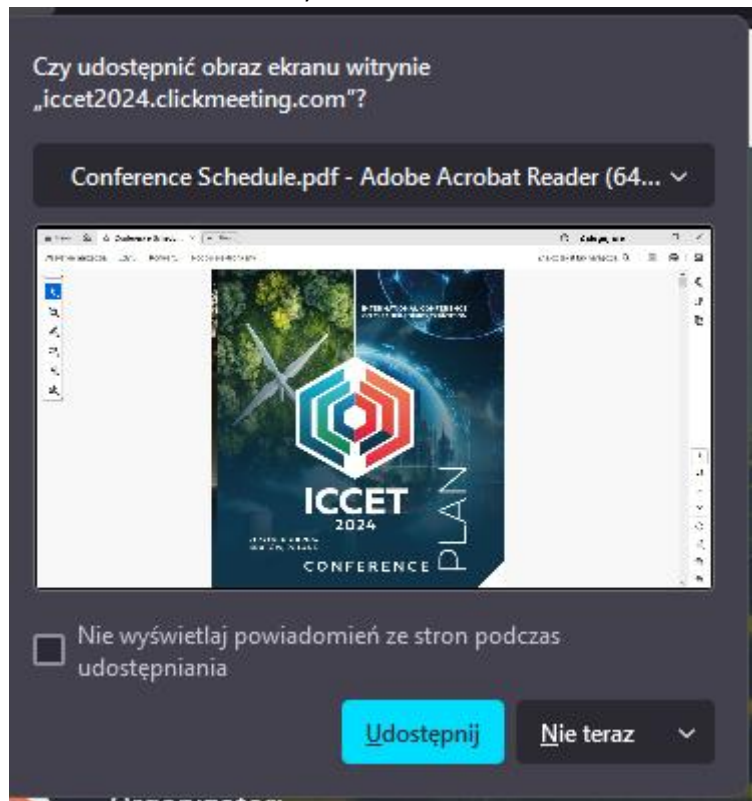
And after clicking on „Udostępnij" („Share") this window is visible in session room:

Of course, during the presentation we use the shared window/entire screen, and other conference participants see exactly what we share, hear what we say and see the image from the camera if it is turned on (it is possible to (for example) blur the background of the camera when it is turned on).

After the presentation, the person supervising the session will take away your ability to turn on the camera, microphone and screen sharing to avoid accidental problems related to their use.

If your presentation contains animations, they should run without a problem when sharing your screen. However, if you need to display a longer video, please contact me.

The easiest way to change a conference session is to return to the home page:
https://iccet2024.clickmeeting.com/
If anything in this instruction is not clear feel free to contact me by email
iccet@pk.edu.pl

Marek Majdak
Co-Chair of the Organizing Committee
ICCET 2024 Conference