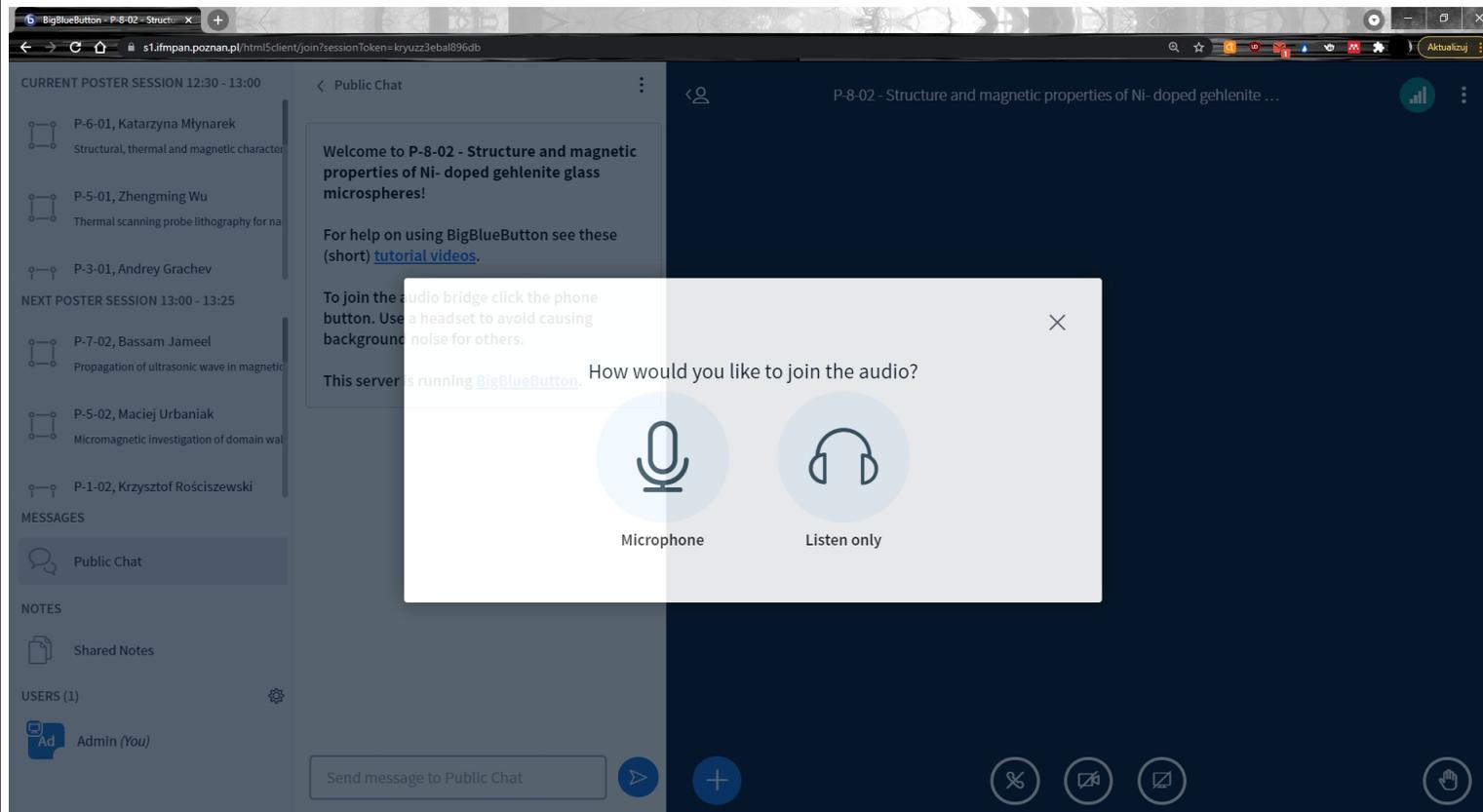




The European Conference PHYSICS OF MAGNETISM 2021 (PM'21)

June 28 - July 2, 2021 Poznań, POLAND

A quick guide for PM'21 presenter of the poster session General information



BigBlueButton

The conference poster-session system is based on the **BigBlueButton** software. You don't have to install additional software or plugins. BigBlueButton provides high-quality audio, video, and screen sharing in browser. We recommend to use Chrome, FireFox or Microsoft Edge (with Chromium engine).

If you have any problem with opening **BigBlueButton**, please contact your IT department about requirements for joining a **BigBlueButton** meeting or to help you to properly configure web browser in your device.

We encourage you to connect to the Internet with a cable connection. It's more stable and reliable than wireless.

You can join each meeting by clicking on the appropriate link. When logging in to the meeting, please provide the same name that was given during registration for the conference.

If you previously **uploaded** your poster on the conference website, your poster is uploaded to your room.



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A quick guide for PM'21 presenter of the poster session How to connect with audio

In the first step after connecting to the room, you have to choose whether you want to connect with the microphone on or as a listener. Remember that you can change your choice at any time by clicking on the phone icon (audio settings) at the bottom of the middle section of the app. The next step is to allow your Internet browser to use the microphone.

You will be prompted twice for access to your microphone – once from the application, and once from your browser. If you are using BBB on your device for the first time, your browser may ask you for permission to use a microphone. Please allow that permission. If you missed this request, your microphone will not work. In that case, you have to click on the padlock icon, and allow BBB to use a camera and a microphone.

If you want to share your screen, you have to give your browser permission to access it.

Please choose a connection with the microphone on

How would you like to join the audio?

Microphone Listen only

Audio settings

Connection is secure

Your information (for example, passwords or credit card numbers) is private when it is sent to this site.

Camera	Allow
Microphone	Allow
Sound	Automatic (default)

Certificate (Valid)
Cookies (7 in use)
Site settings



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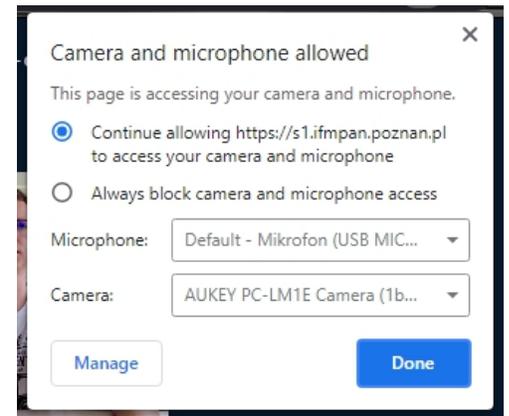
A quick guide for PM'21 presenter of the poster session How to start your camera

If you would also like to start your webcam, then click on the round button with the camera symbol in the control bar at the bottom, which shows "Share webcam" when you hover over it. Your browser may ask you (several times) to approve the use of the webcam (which you should confirm). After confirming, a new pop-up with webcam settings will appear. When you see your webcam image and all settings fit, click "Start sharing":

If, unexpectedly, something (e.g. audio or video) does not work, first check whether sharing is allowed in the browser. To do so, click the padlock symbol on the left of the URL in your browser. Also check that the sound is turned on and that the volume is high enough by clicking on the speaker icon in your operating system (e.g. in Windows in the bar at the bottom right).

You can also watch a video showing all of the steps you have taken so far:
<https://www.youtube.com/watch?v=uYYnryIMOUw>.

The screenshot shows a web browser window displaying a meeting interface. The browser's address bar shows the URL `s1.ifmpan.poznan.pl/html5client/join?sessionToken=kryuzz3ebal896db`. The interface has a dark theme and a sidebar on the left with sections for 'NEXT POSTER SESSION 13:00 - 13:25', 'CURRENT POSTER SESSION 12:30 - 13:00', 'MESSAGES', 'NOTES', and 'USERS (1)'. The main area shows a list of sessions. At the bottom, there is a control bar with several icons. Three yellow callout boxes are overlaid on the control bar: one labeled 'Audio & Video options' points to a microphone icon, another labeled 'Screen sharing options' points to a screen sharing icon, and a third labeled 'Screen sharing options' points to a video camera icon.





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A quick guide for PM'21 presenter of the poster session How to share your screen (or application)

If you want to show presentations or information from your computer, you can use the "Share Screen" function. You will find the necessary button in the control panel to the far left of the button that allows you to share your webcam – a white plus sign with blue background. A window will then open (invisible to other participants). Here you can decide whether to share a specific window of an application or the entire screen. Caution: sharing screen can transfer a large volume of data.

If you need to update a poster presentation previously uploaded to the system, you can use the button on the left with the plus icon and then select Manage presentations. In the new window, you can upload a new presentation to the system by selecting the appropriate file and pressing upload button.

If you previously **uploaded** your poster on the conference website, your poster is uploaded to your room.

Next Poster Session 13:00 - 13:25

- P-8-02, Melinda Majerová
Structure and magnetic properties of Ni-d...
- P-2-03, H. Čenčariková
The influence of a further-neighbour spin-s...

Current Poster Session 12:30 - 13:00

- P-6-01, Katarzyna Młynarek
Structural, thermal and magnetic character...
- P-5-01, Zhengming Wu
Thermal scanning probe lithography for na...
- P-3-01, Andrey Grachev

MESSAGES

- Public Chat

NOTES

- Shared Notes

USERS (1)

- Admin (You)

Manage uploaded presentations

Audio & Video options

Screen sharing options

Choose what to share

s1.ifmpan.poznan.pl wants to share the contents of your screen.

Screen sharing options

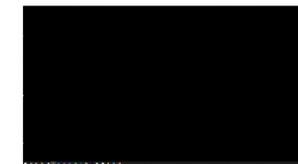
Entire Screen

Window

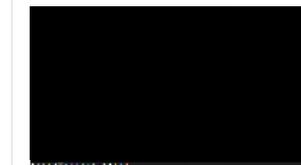
Chrome Tab



Screen 1



Screen 2



Screen 3

Share audio

Share

Cancel



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A quick guide for PM'21 presenter of the poster session How to use whiteboard

An Interactive Live Whiteboard allows presenters to mark out text or section with different annotation tools like pan, pencil, rectangle, square, circle, text, etc. This interactive whiteboard in virtual sessions can also be turned on to a multi-user whiteboard by the presenter at any instant which allows the members to interact within the whiteboard from their device screen.

You can also watch a video showing how to use a **BigBlueButton** whiteboard:

<https://www.youtube.com/watch?v=uYYnryIM0Uw>.

BigBlueButton provides a Pan and Zoom control for uploaded presentations. You can freely zoom and pan the displayed presentation window, and all participants will see what you see.

You can also watch a video showing how to use a **BigBlueButton** Pan and Zoom controls:

<https://www.youtube.com/watch?v=-1HNHx3FRSc>

Be sure to take advantage of the full-screen zoom view or the full width of the presentation window for better visibility of the content. Please note that participants will see the presentations as you do.

MESSAGES
Public Chat

NOTES
Shared Notes

USERS (1)
Admin (You)

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Whiteboard panel

A quick guide for PM'21 presenter of the poster session

To use conference poster-sessions system based on the BigBlueButton software you don't have to install additional software or plugins. BigBlueButton provides high-quality audio, video, and screen sharing using the browser's built-in support for web real-time communication libraries. We recommend to use Chrome, FireFox, Microsoft Edge (with Chromium engine) Safari, and Safari Mobile. For best results on desktop and laptops, we recommend Chrome or Firefox.

BigBlueButton

If you haven't used BBB before, please contact your IT department about requirements for joining a BBB meeting or to help you to properly configure web browser in your device. Any BigBlueButton account is not required.

We encourage you to connect to the Internet with a stable connection. It's more stable and reliable than wireless.

You can join each meeting by clicking on the appropriate link. When logging in to the meeting, please provide the same email address that was given during registration for the conference.

When joining a meeting, please turn off your camera and microphone. The microphone and camera can be turned on during the Q&A session.

We encourage participants to take an active part and ask questions to our speakers. It will be possible for participants to post questions in a chat or raise a hand and ask questions out loud. Asking questions will be possible after participants will be called by the Chairperson and unmuted by the Host.

Please choose a connection with the microphone on

Microphone Listen only

Slide 1

100%



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More info

More detailed information can be found on the **BigBlueButton** support page:

<https://bigbluebutton.org/teachers/tutorials/>

Helpful links:

- You can find more information on the official website: <https://www.ifmpan.poznan.pl/pm21/>
- The full schedule is posted here: <https://www.ifmpan.poznan.pl/pm21/schedule.html>

In case of doubts or questions, please contact us: pm21zoom@ifmpan.poznan.pl
pm21@ifmpan.poznan.pl

We wish you a very fruitful and successful conference!