

Surface
Modification
for Chemical
and Biochemical
Sensing



Zoom Guide

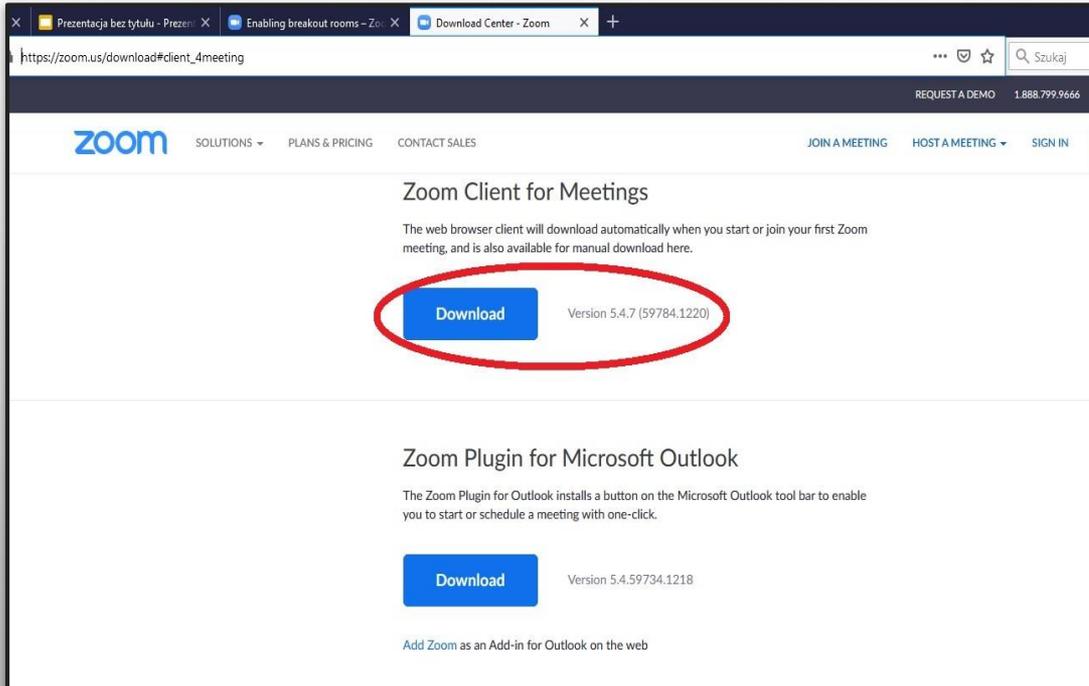
For the SMCBS Workshop
held on-line on 5th through 9th Nov 2021



STEP 1: DOWNLOAD AND INSTALL THE LATEST ZOOM VERSION: [HTTPS://ZOOM.US/DOWNLOAD#CLIENT_4MEETING](https://zoom.us/download#client_4meeting)



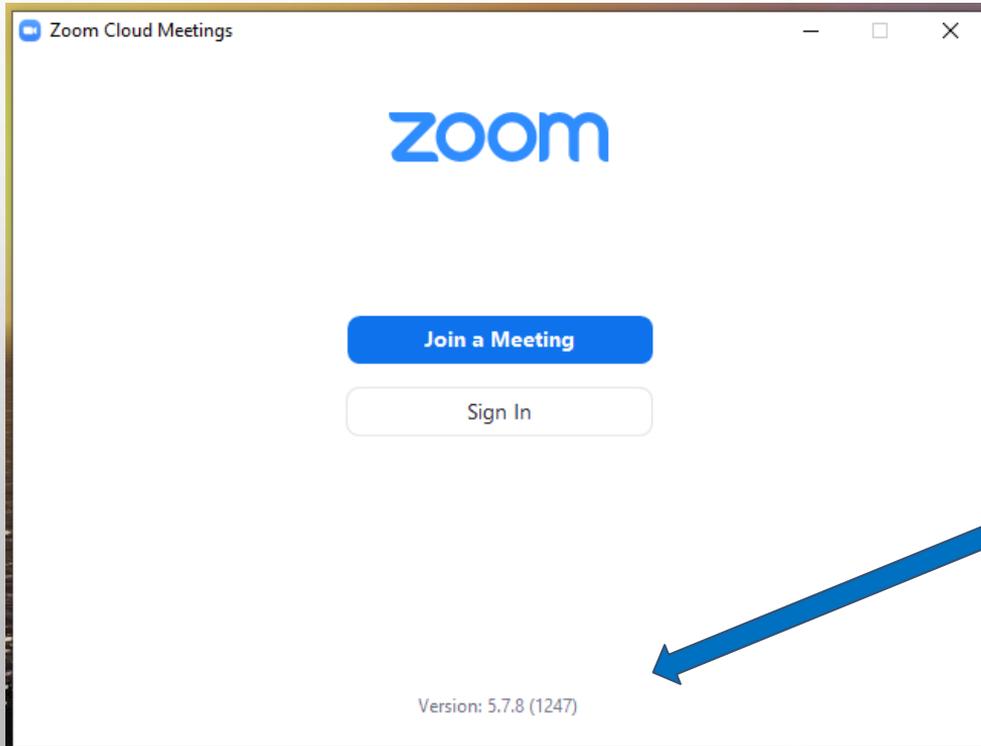
It will automatically replace any older version you had previously installed.



Make sure you have a stable internet connection. Best not to use wi-fi.

Please do not join the workshop via internet browser. It may cause problems with connection. And you don't want to miss the fun.

STEP 2: JOIN THE WORKSHOP



Everyone's microphones will be initially muted. Remember to unmute your microphone if you wish to speak.

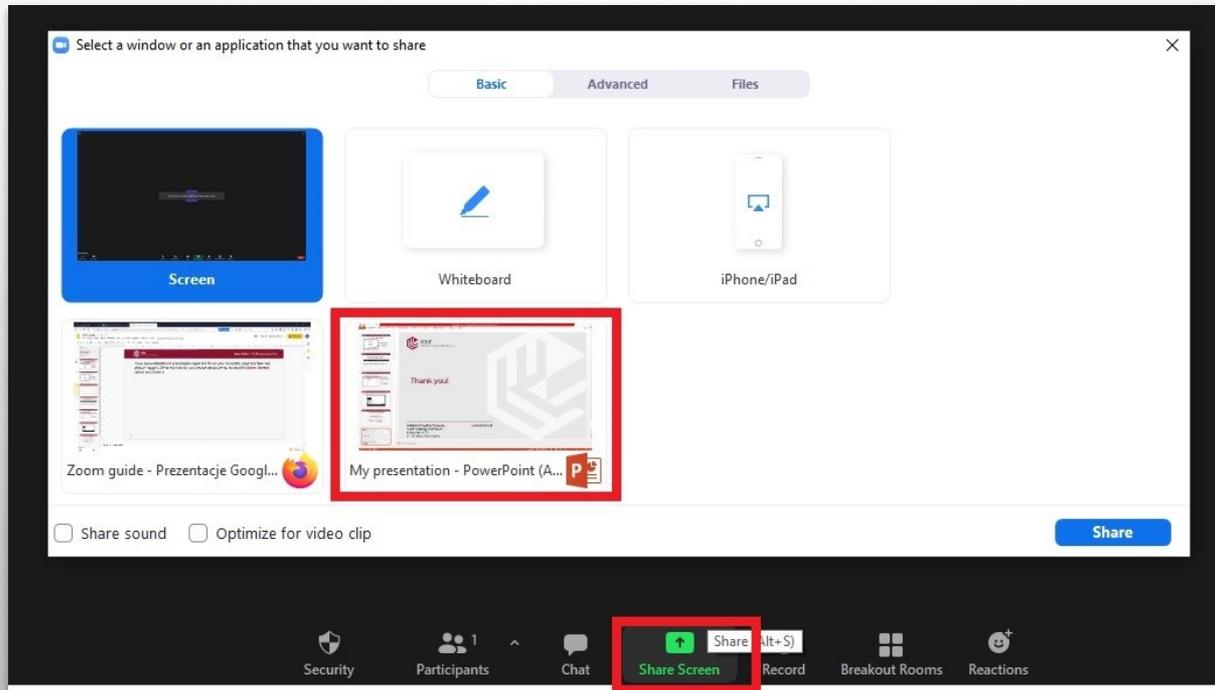
Here you can see the Zoom version you are using.

Please, make sure it is **5.3 or higher** version.

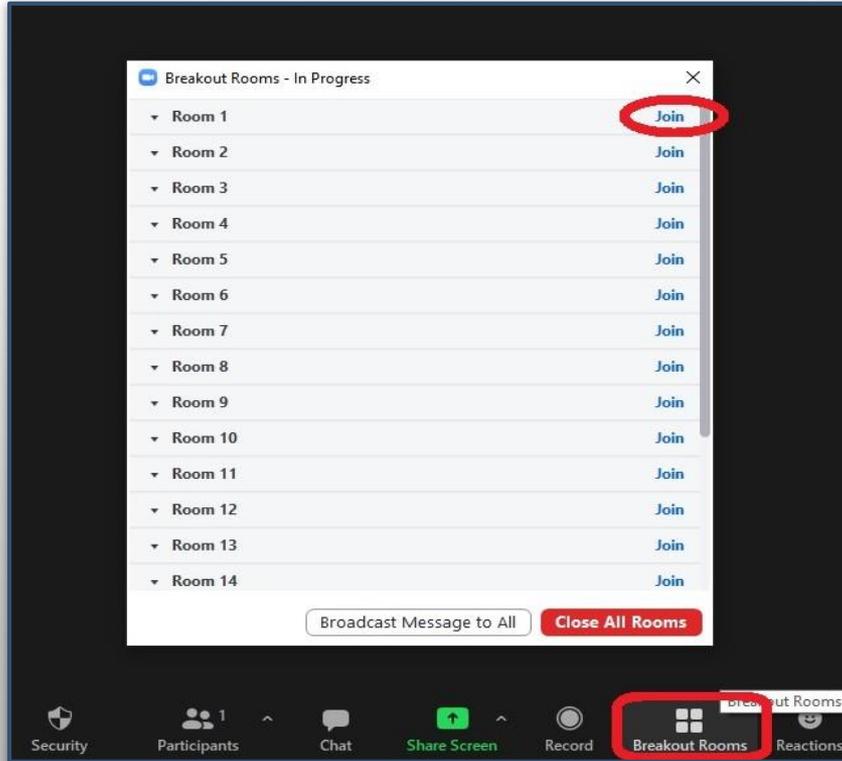
STEP 3 (OPTIONAL): IF YOU ARE A SPEAKER, OPEN THE PRESENTATION FILE ON YOUR COMPUTER.



When the time for your presentation comes, choose the **Share Screen** option and share it with everyone.



STEP 4: WHEN THE POSTER SESSION BEGINS, CLICK ON THE BREAKOUT ROOMS ICON.



YOU WILL SEE A NUMBERED LIST OF ROOMS,
EACH ONE WITH A HOST PRESENTING HIS/HER
POSTER. CLICK TO JOIN THE ONE YOU WANT.

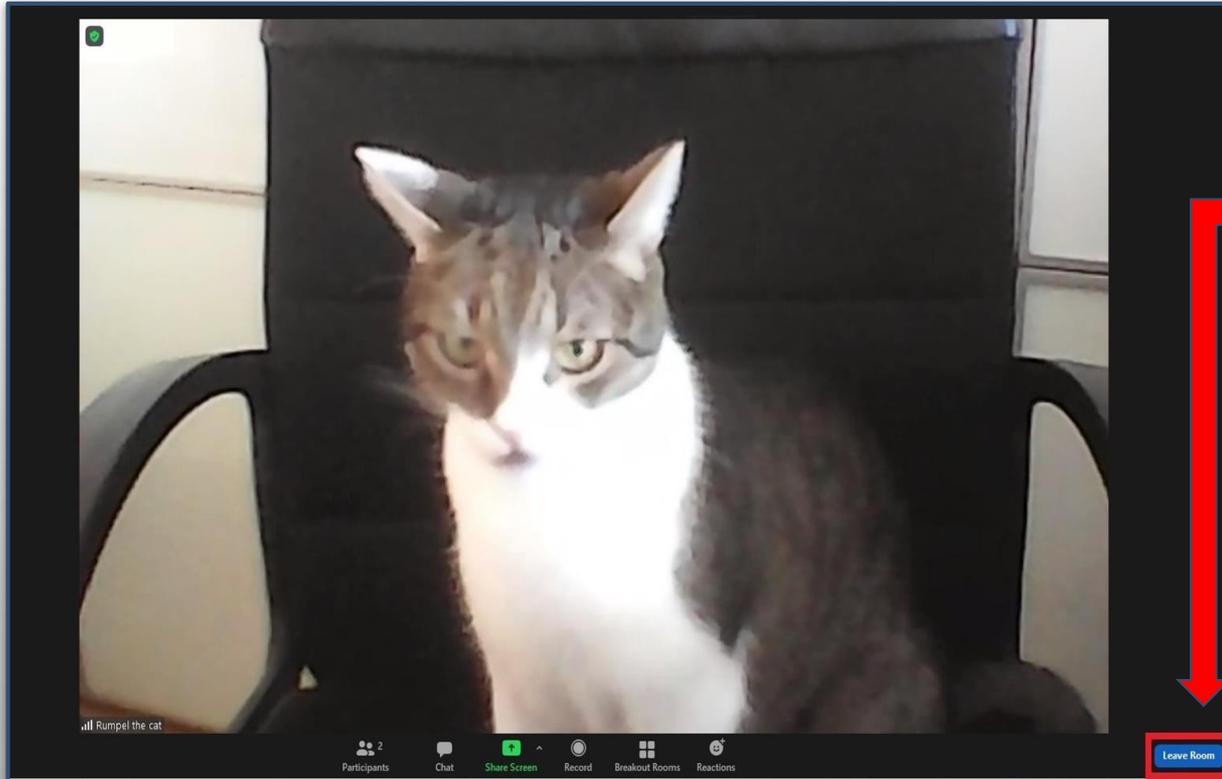
BUT THERE ARE ONLY NUMBERS SO
OBVIOUSLY YOU HAVE NO IDEA WHICH ONE.
CONFUSING? WE KNOW.

TO FIND OUT GO TO:

[HTTPS://WWW.SMCBS.PL/SMCBS2021/POSTERS](https://www.smcbs.pl/smcbs2021/posters)

Poster number = room number on Zoom

Stay in the room and chat with the host for as long as you want, but remember that the poster session only lasts 2 hours.



TO LEAVE THE ROOM
CLICK **LEAVE ROOM**
IN THE BOTTOM RIGHT
CORNER.

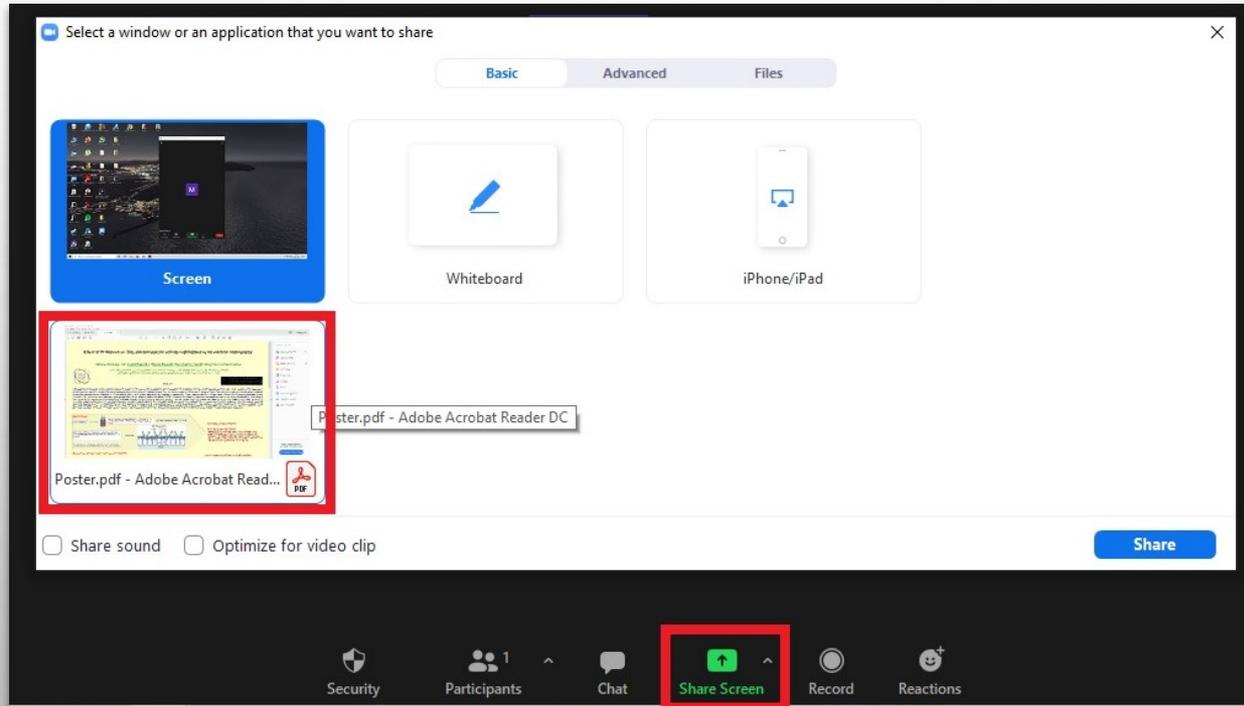
CONFIRM BY CLICKING
LEAVE BREAKOUT ROOM.



If you have submitted a poster make sure to join your room as soon as the poster session begins.

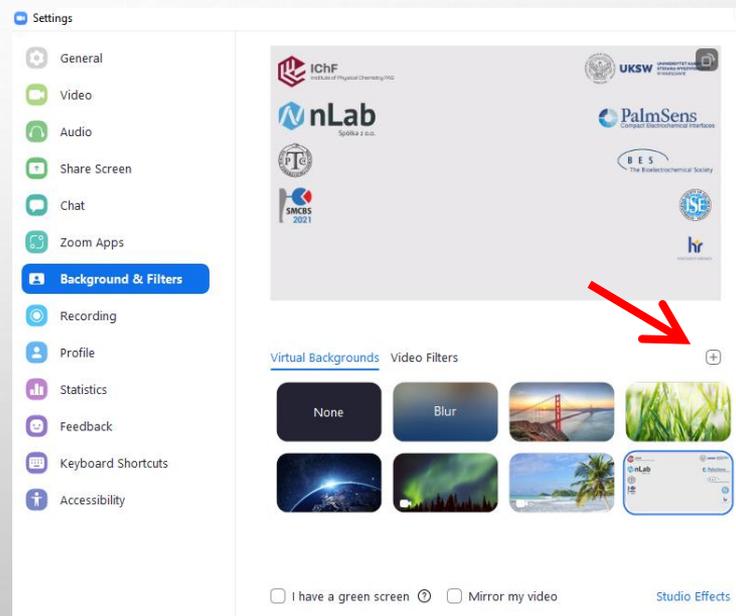
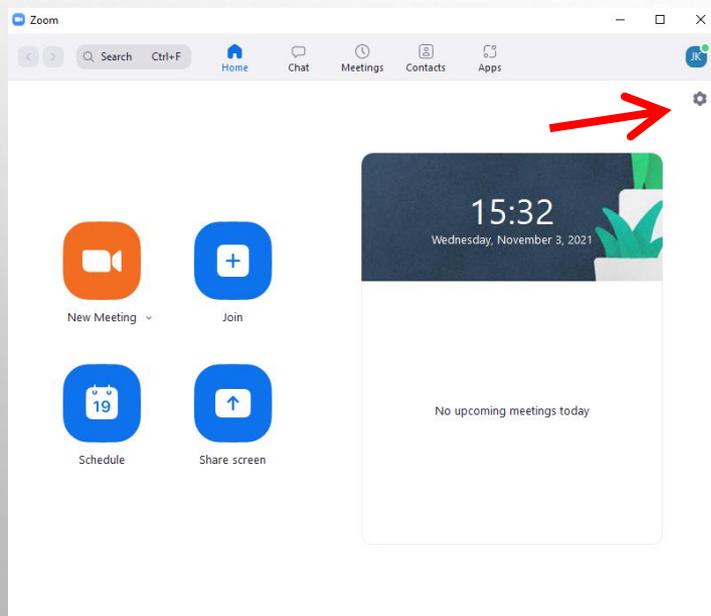


OPEN THE POSTER PDF FILE ON YOUR COMPUTER, THEN GO BACK TO ZOOM, CHOOSE THE **SHARE SCREEN** OPTION AND SHARE THE POSTER IN YOUR ROOM.



If you want to change your camera background (recommended for chairpersons)

SELECT **SETTINGS** AND THEN **BACKGROUNDS&FILTERS**, THEN UPLOAD THE GRAPHIC YOU DOWNLOADED FROM THE CONFERENCE [WEBSITE](#)



STEP 5: ENJOY THE WORKSHOP!



YOU CAN FIND A MORE DETAILED TUTORIAL HERE:

[HTTPS://SUPPORT.ZOOM.US/HC/EN-US/ARTICLES/115005769646](https://support.zoom.us/hc/en-us/articles/115005769646)

IN CASE OF ANY PROBLEMS DURING THE WORKSHOP,
PLEASE CONTACT THE TECHNICAL SUPPORT:

JAKUB KALECKI, JKALECKI@ICHF.EDU.PL, 48 726 406 982
JAROSLAW MAZURYK, JMAZURYK@ICHF.EDU.PL, 48 665 594 355

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Thank you!

