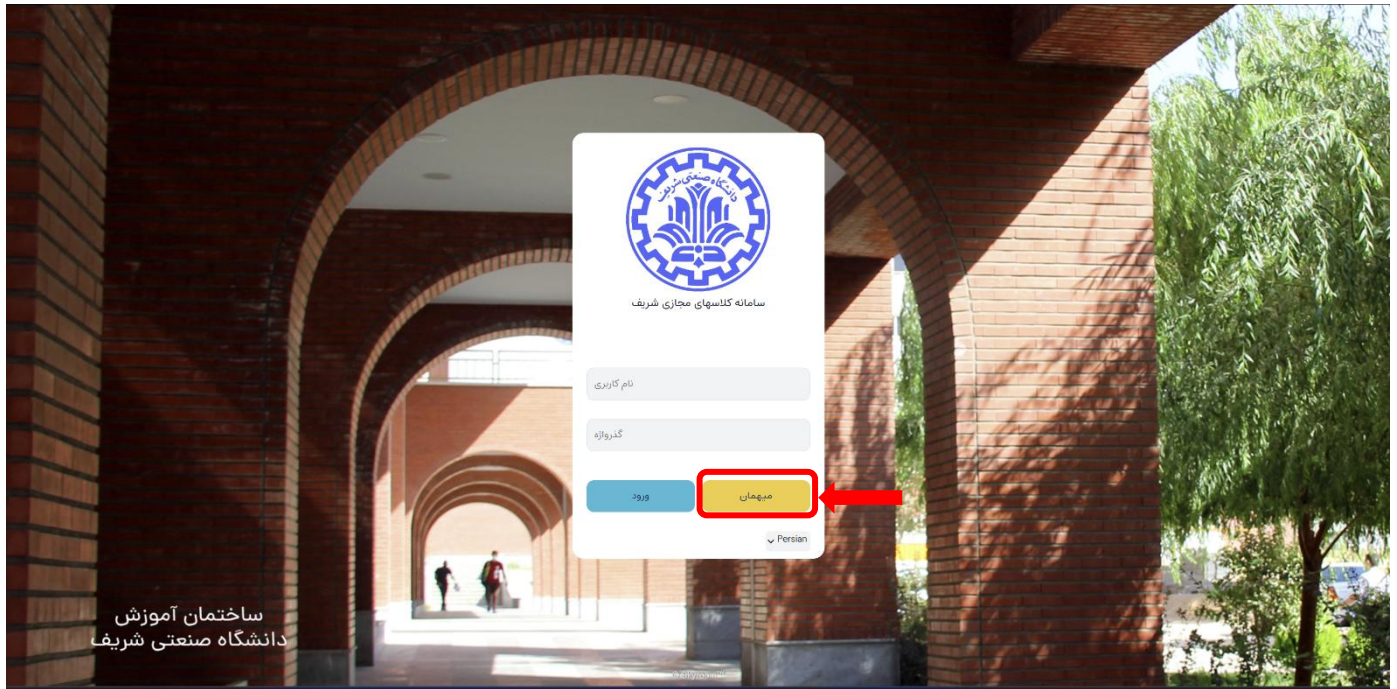
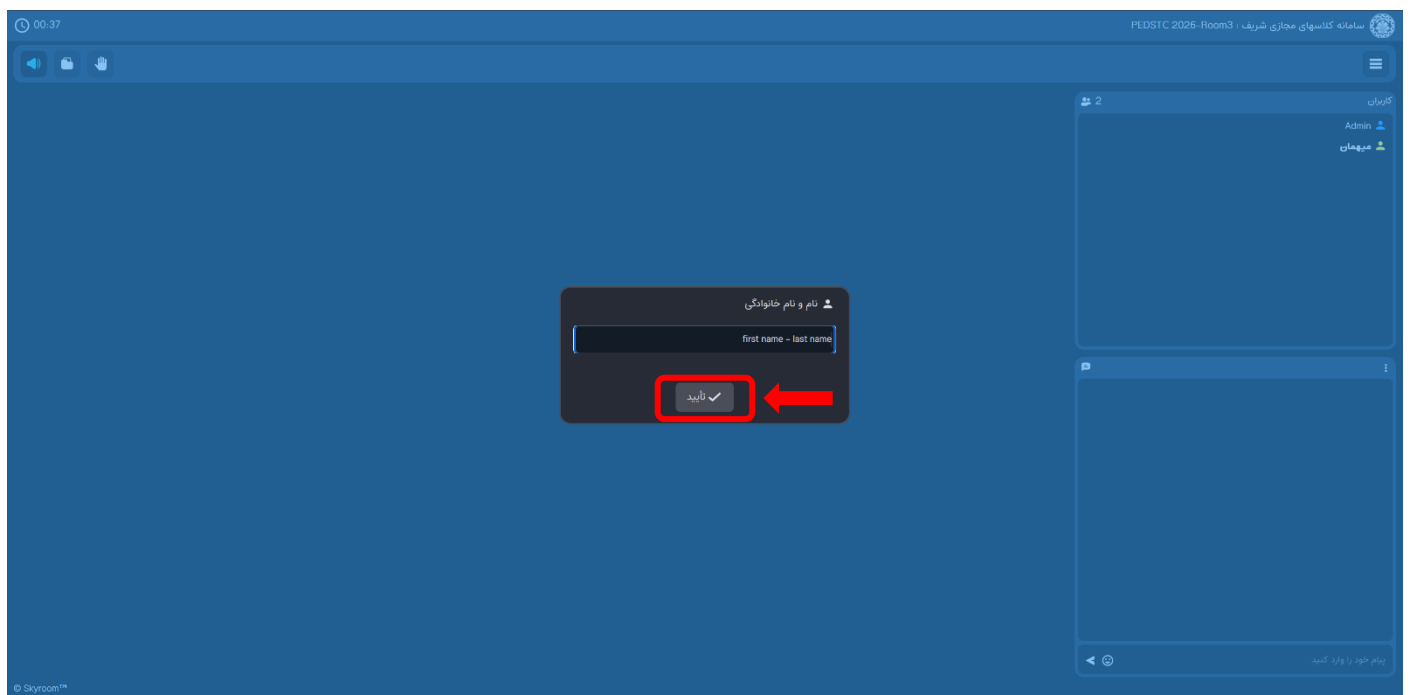


After entering the link for the session in which your paper will be presented, you will see the following page.

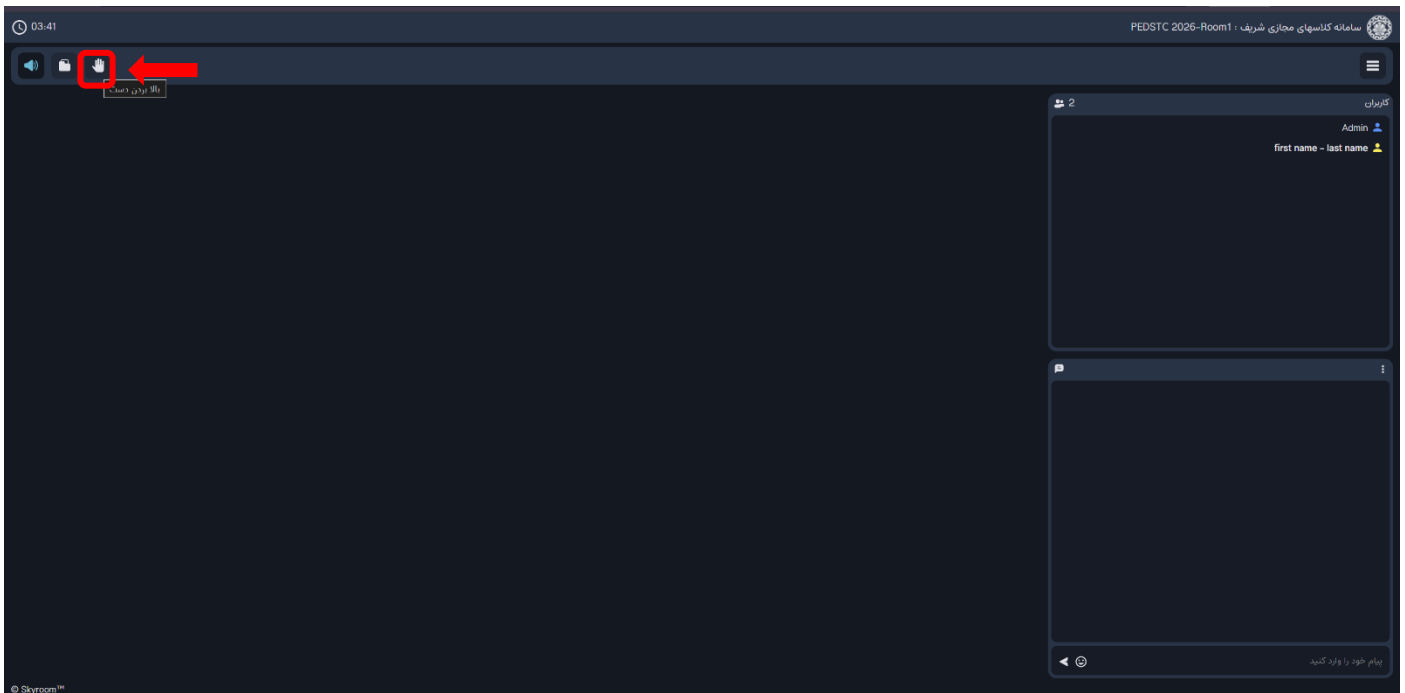
Click on the **Guest** option.



enter your first and last name, and confirm

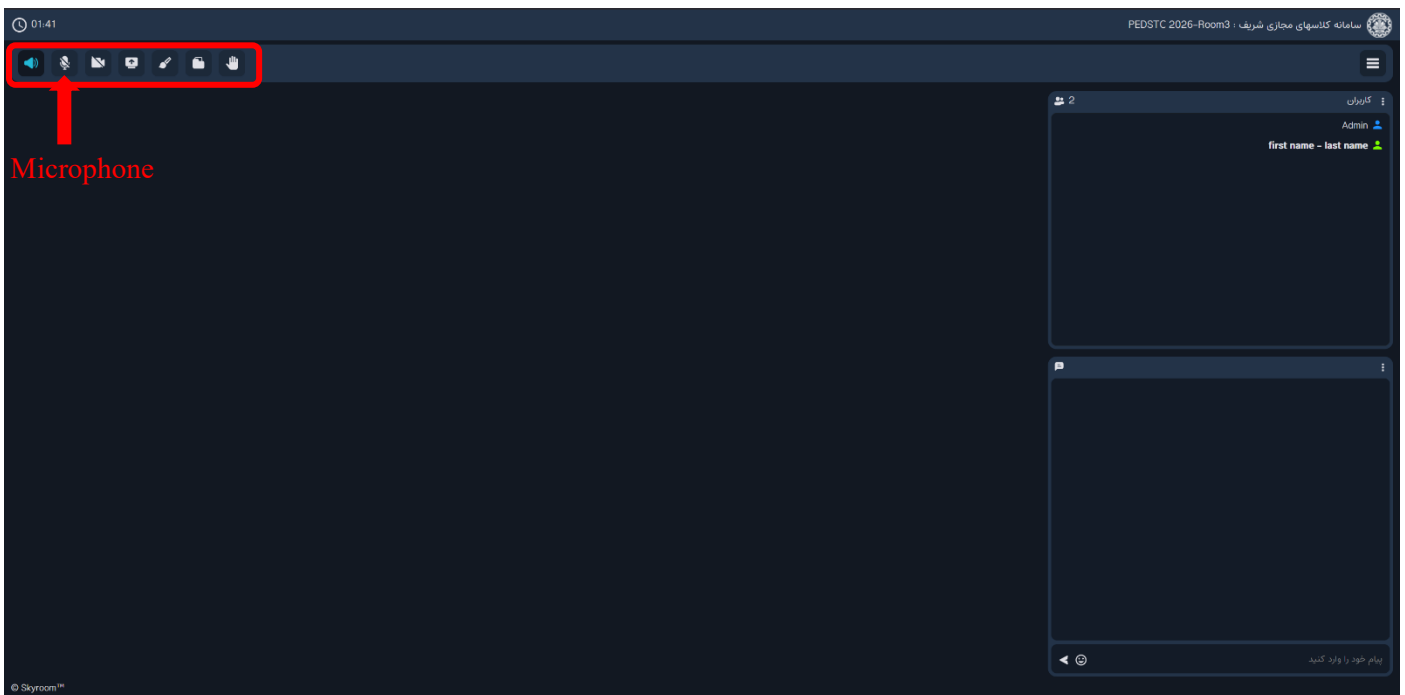


Raise your hand so that the admin can change your role to **Presenter**.

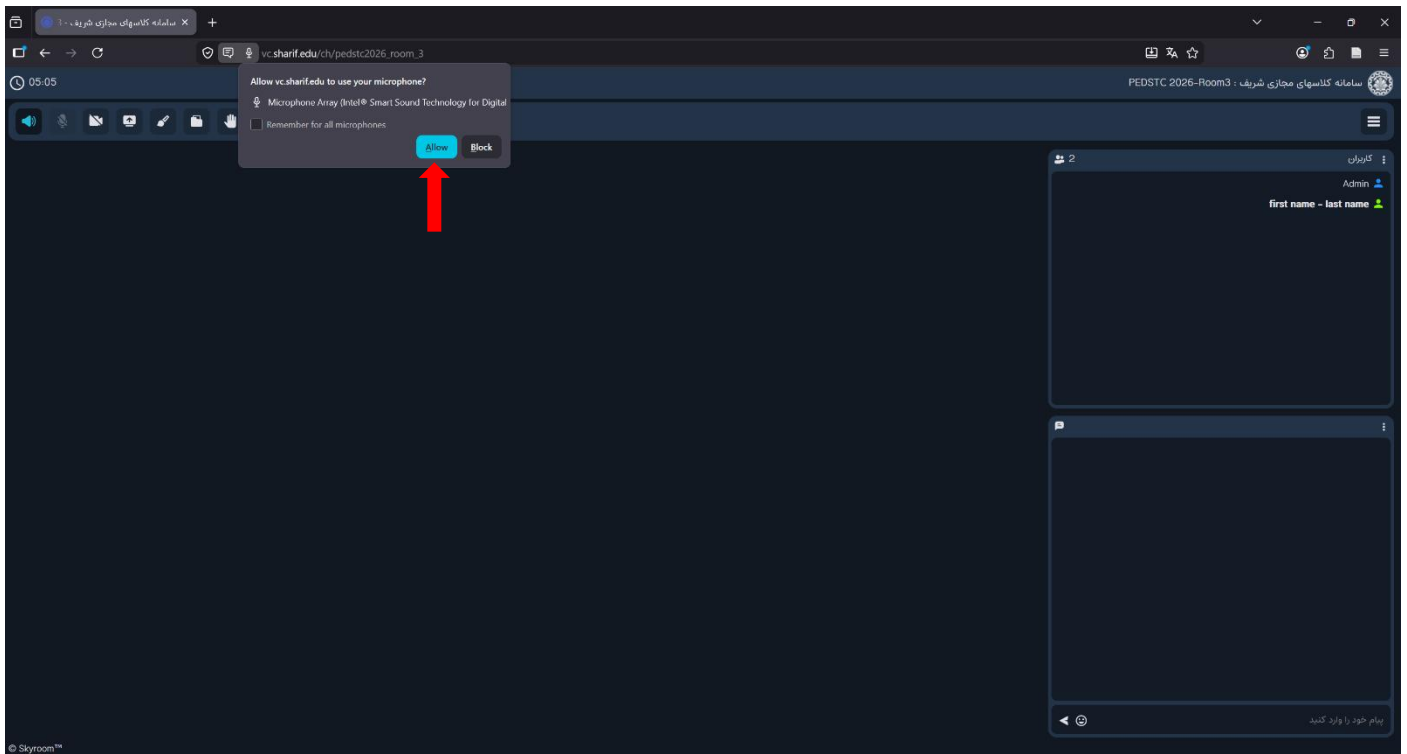


After the session admin changes your role to **Presenter**, you will be able to speak, use your webcam, share your laptop screen, write on the whiteboard, and share files. However, you will only use the microphone.

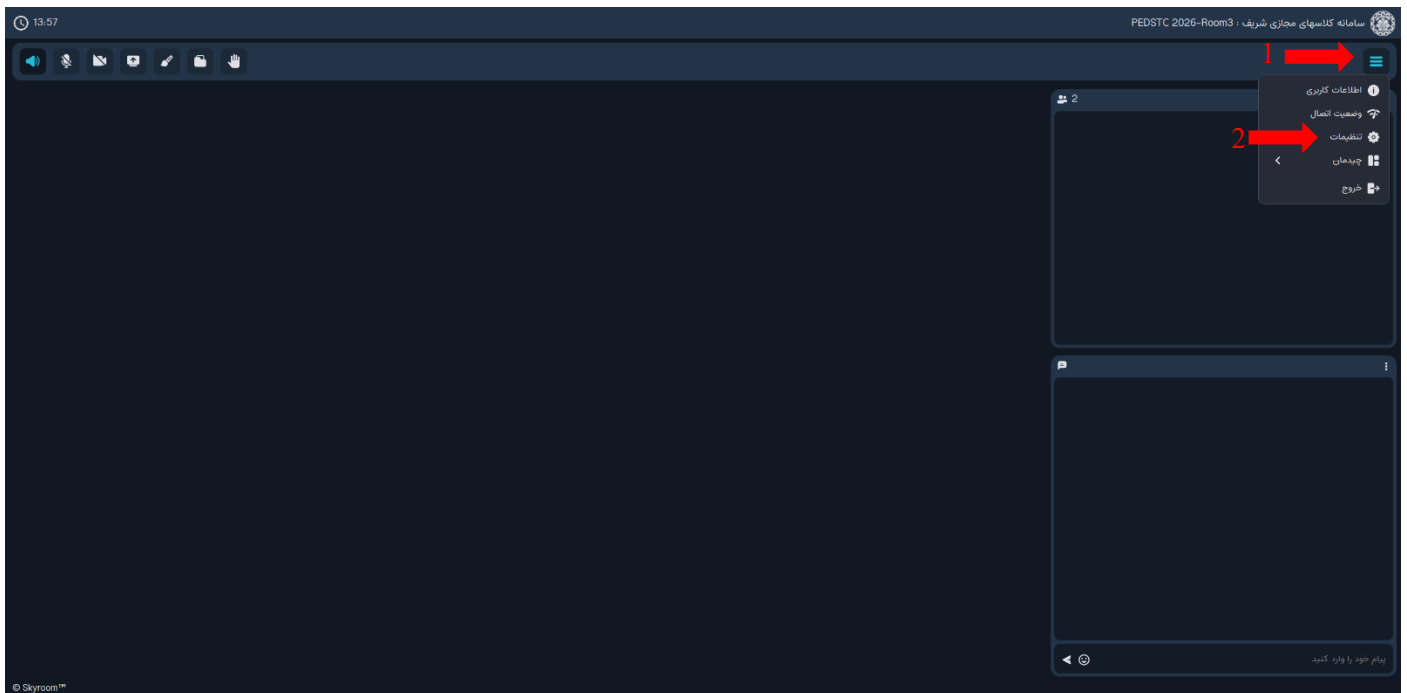
*The presentation files (PDF and PowerPoint) have already been uploaded for you by the admin.



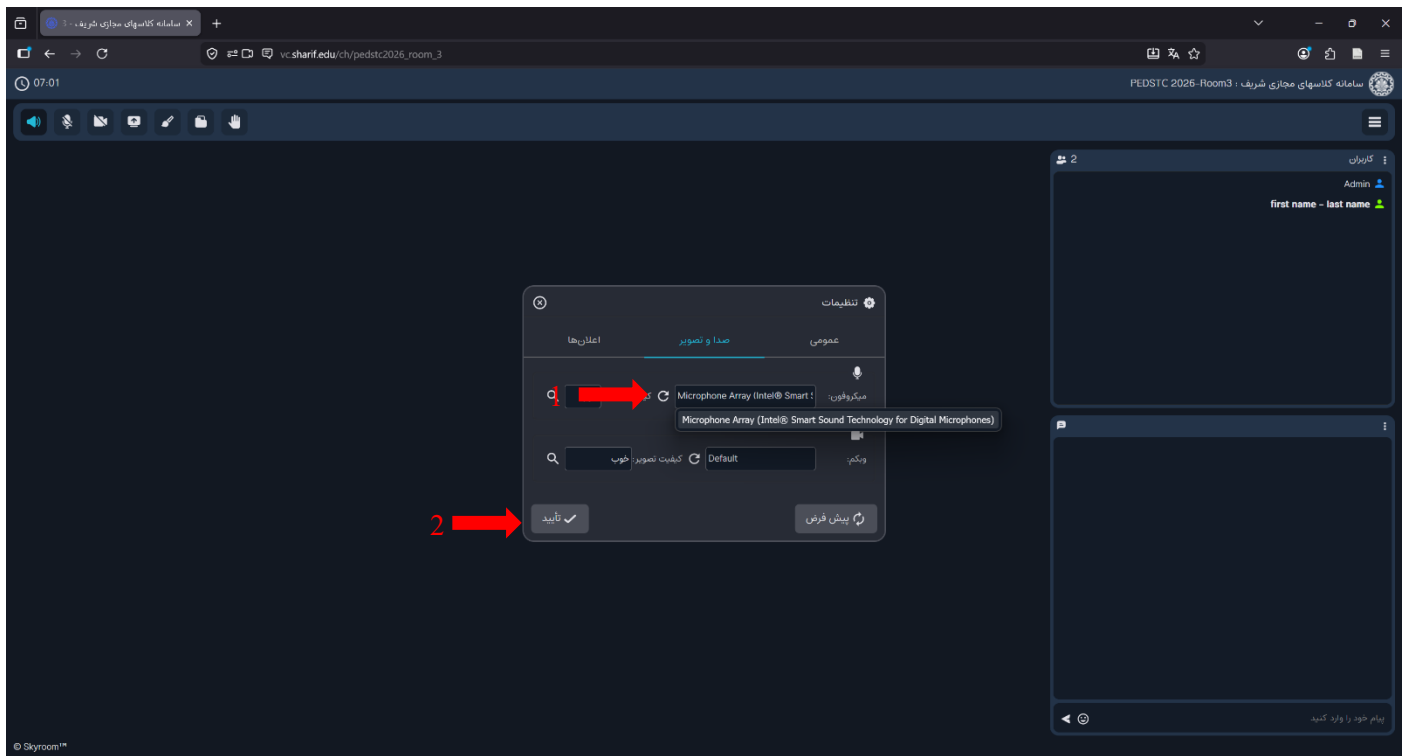
Enable your microphone and allow the system to access it.



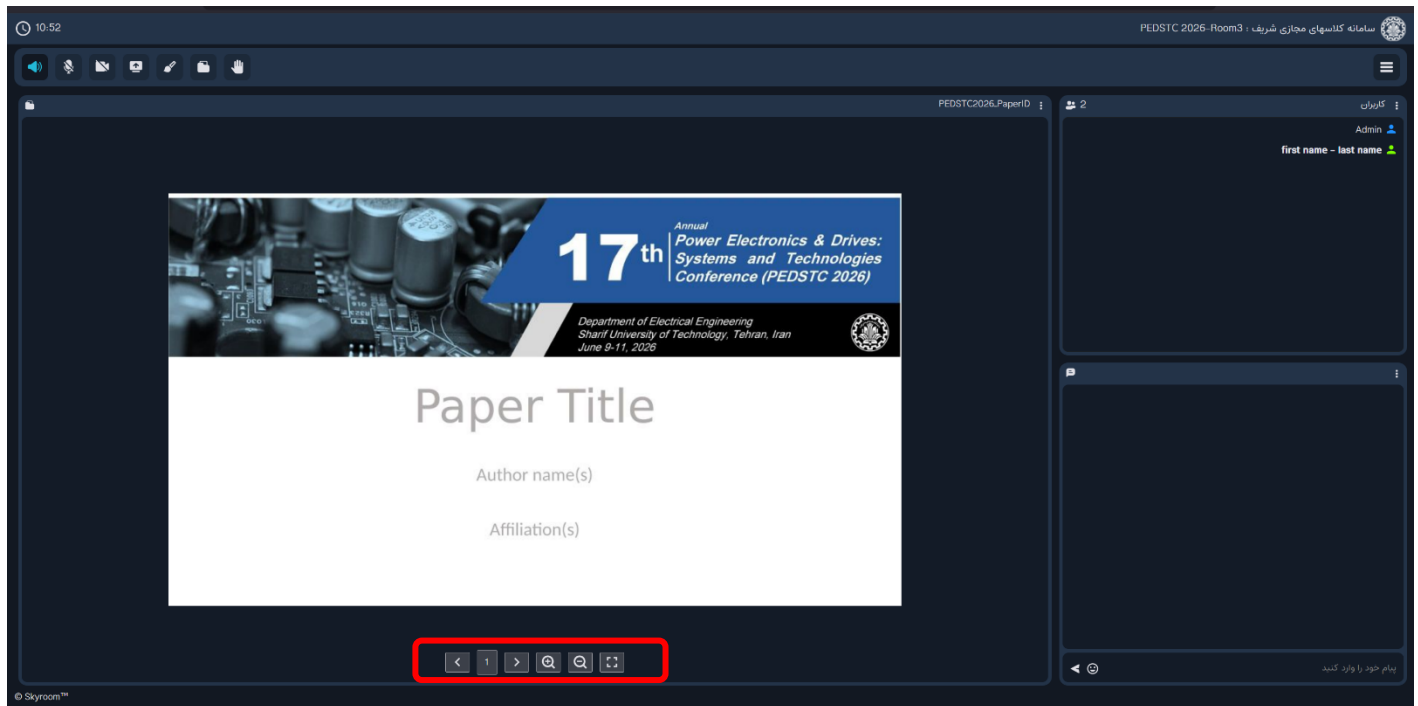
Note: If you have any audio issues, click on Settings.



Select either your laptop microphone or your headset from the menu and confirm.



After your presentation file is displayed by the admin, you can use the tools at the bottom of the page to zoom in or zoom out. Use the arrows to move to the next slide or return to the previous slide.



After the presentation is finished, the admin will change your role back to participant.

At the end of the presentation, when the audience asks questions, the admin will allow them to use their microphones, and you do not need to do anything.