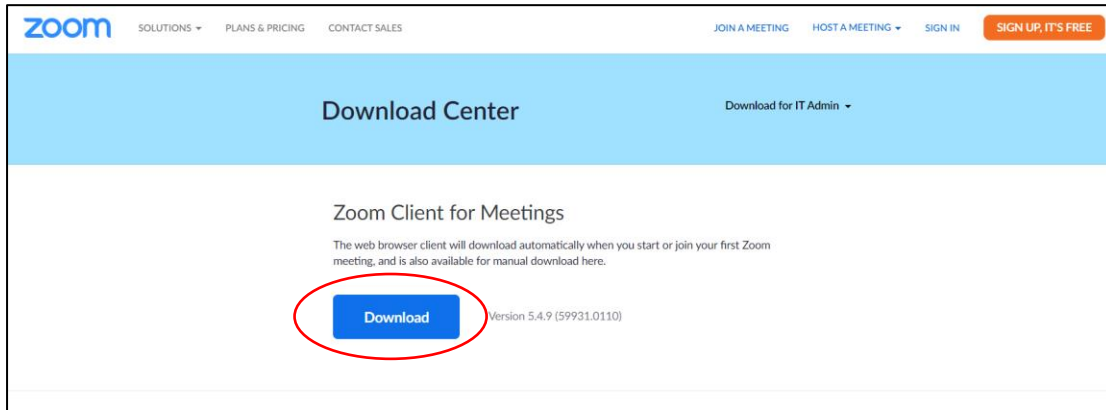


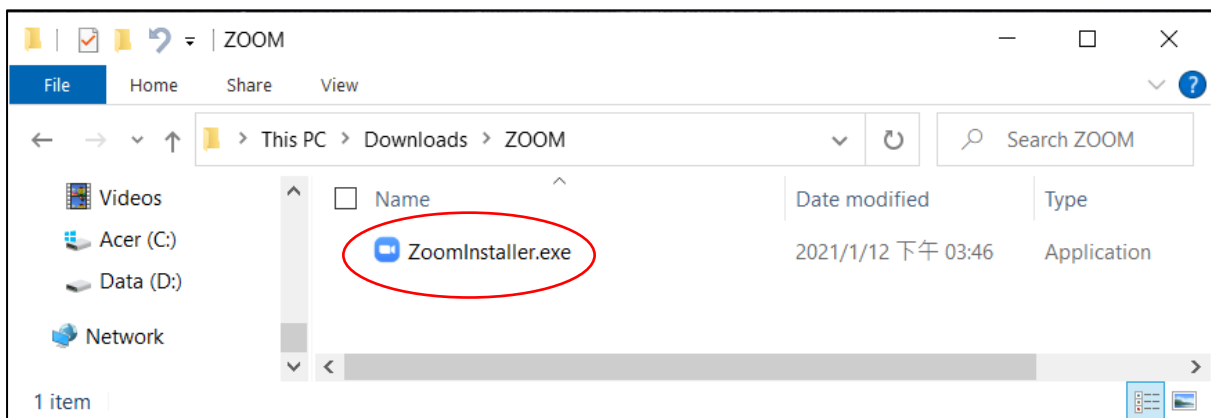
IAM2021S Meeting Room Operating Instructions

1. Download & Install Zoom

Link to <https://zoom.us/download> and Click “Download”



Open File Explorer → double click “ZoomInstaller.exe” to install Zoom



2. Join a Meeting

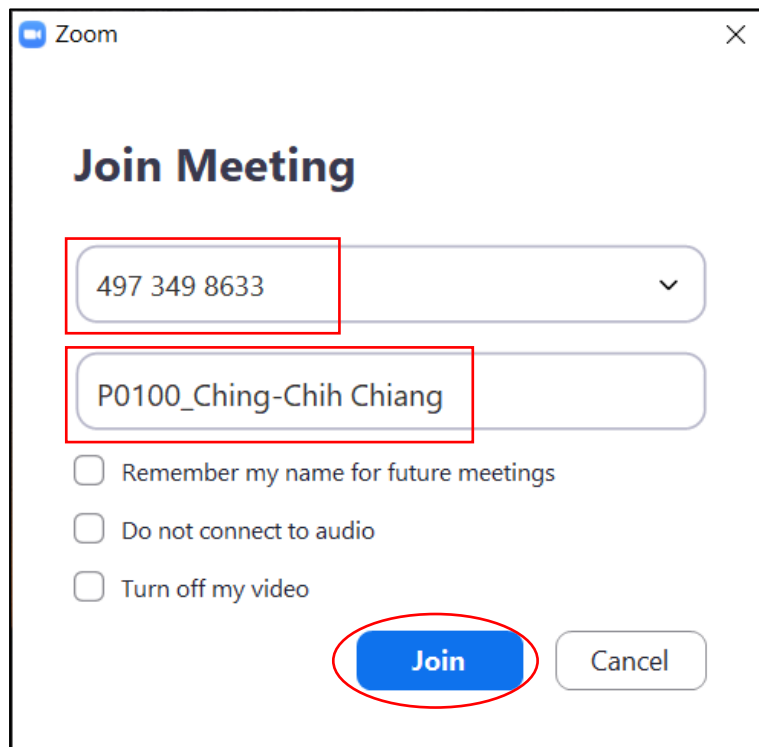
Note:

Please open your presentation file, and let it in slide show mode before join meeting.

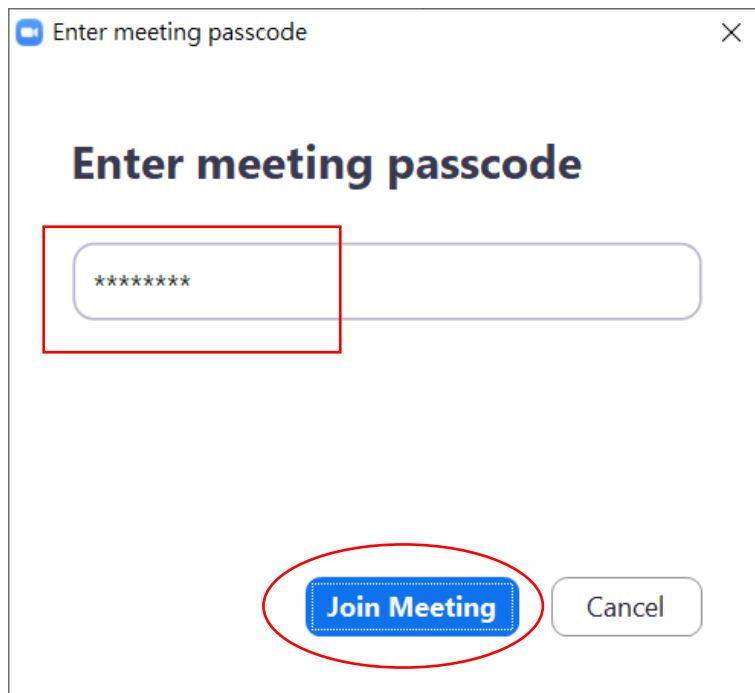
Start up the “Zoom” → click “Join a Meeting”



Enter Meeting ID (497 349 8633) and Name (PID_Name) → click “Join”



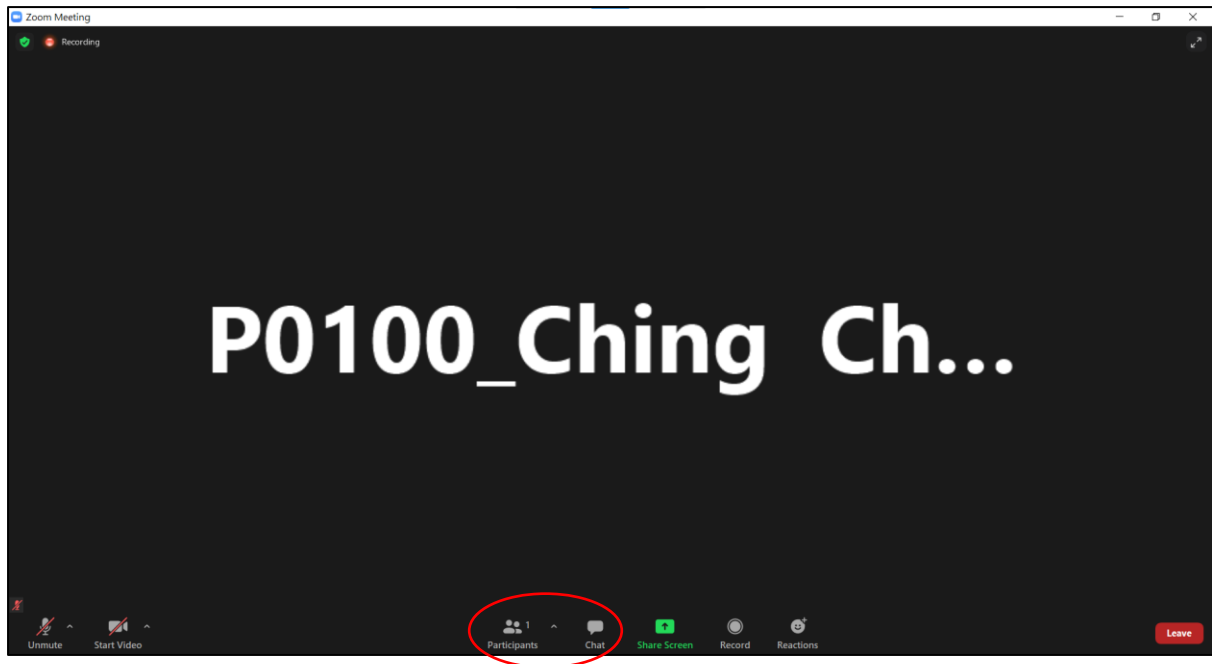
Enter meeting passcode (TzTzG7\$Z) → Click “Join Meeting”



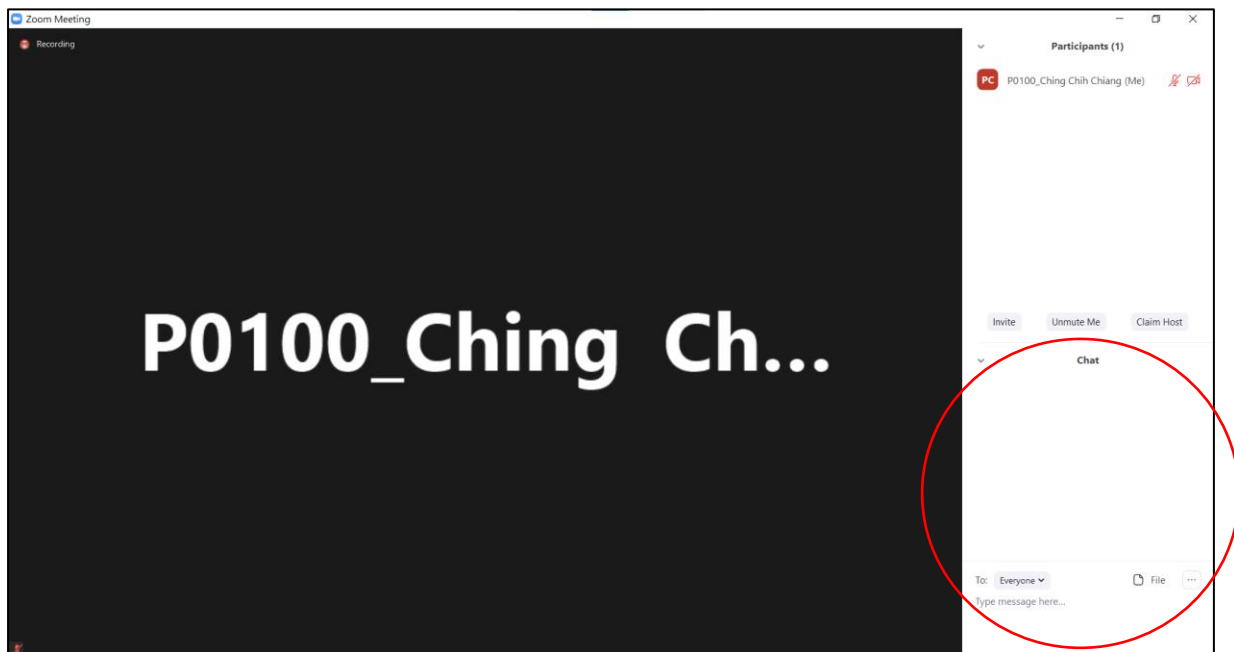
Maximize your Zoom Meeting windows



Click “Participations” and “Chat”

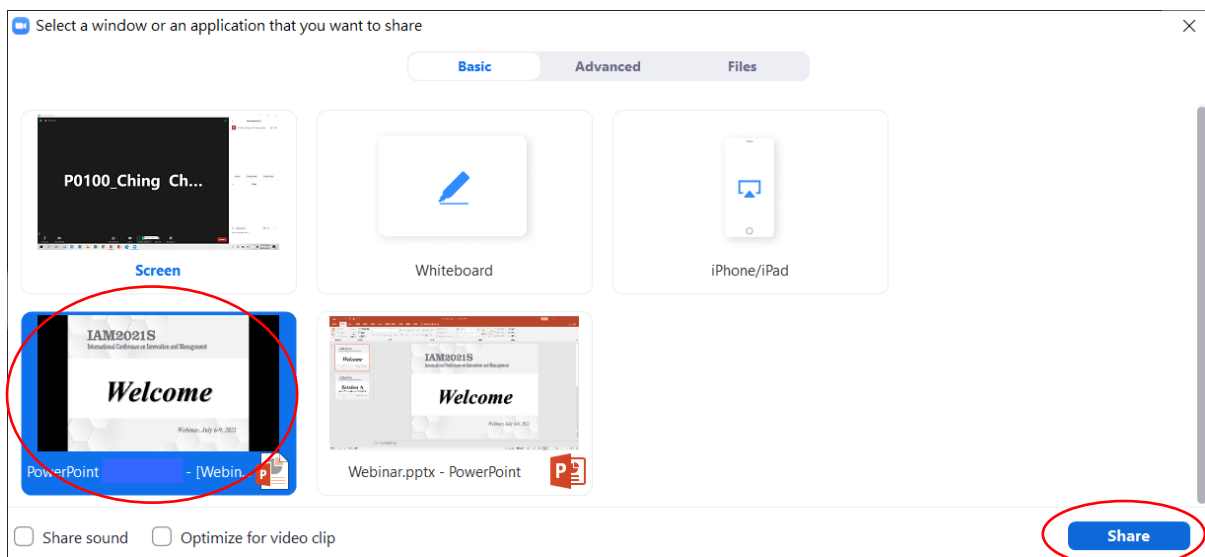
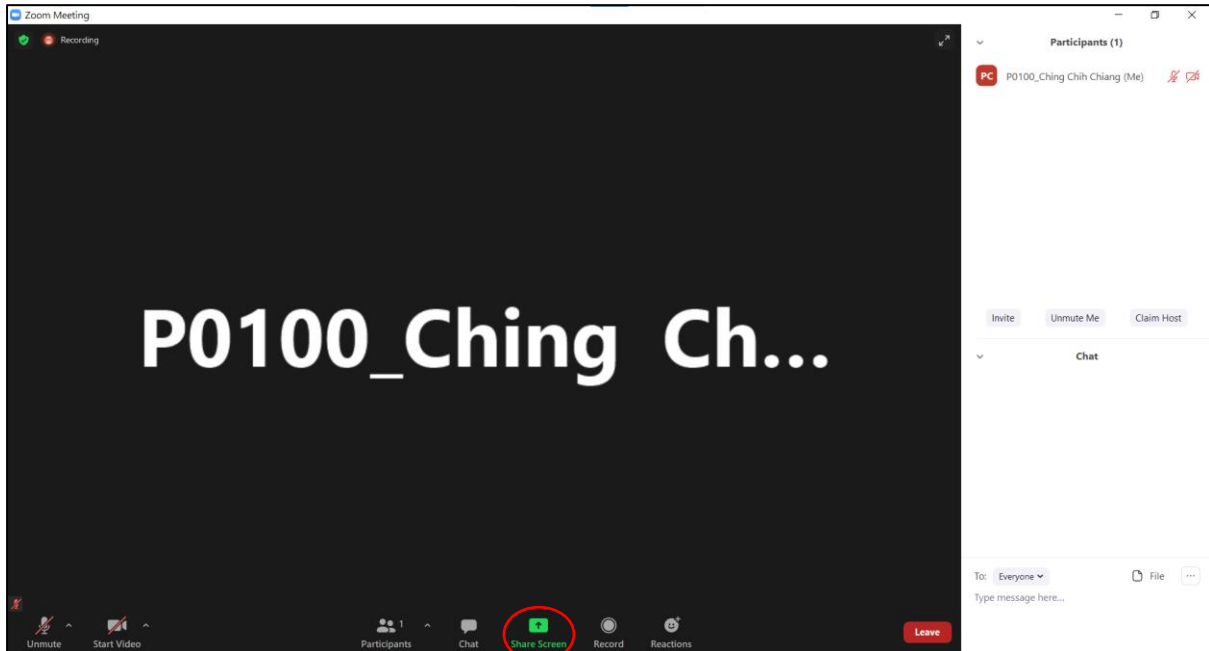


You can chat to participations through the Chat window.



3. Presentation

Click “Share Screen” → Click your slide show → Click “Share” → Alt+A to unmute your audio, Alt+V to unmute your video → Start making your presentation



The image shows a webinar title slide. At the top, there is a green status bar that reads "You are screen sharing" and a red "Stop Share" button. Below this, the text "IAM2021S" is displayed in a large, bold, grey font, with "International Conference on Innovation and Management" in a smaller, grey font underneath. The word "Welcome" is centered in a large, bold, black, italicized font. At the bottom right, the text "Webinar, July 6-9, 2021" is written in a smaller, grey font. The background features a light grey hexagonal pattern, and the slide is framed by black vertical bars on the left and right sides.

You are screen sharing Stop Share

IAM2021S
International Conference on Innovation and Management

Welcome

Webinar, July 6-9, 2021