Guidelines to the Presenter

- All the sessions will be conducted via ZOOM software. Please download and install the ZOOM (<u>https://zoom.us/</u>) before the conference day.
- Please check/test for the functioning of video and audio with the zoom to avoid technical issues during the session (use of a headset is preferred)
- The link to the conference session will be sent as an email before the particular conference day.
- You are required to be online in the zoom meeting thirty minutes before the scheduled time for your presentations.
- For more information regarding how to use the zoom software please visit their website. (https://support.zoom.us/hc/en-us/categories/201146643-Meetings-Webinars)