## **Announcement About Virtual Conference for ICPIAM**

Dear Authors and Presenters, here is the detailed procedure for attending the virtual conference and parallel room presentations:

- For the Seminar and Keynote Speaker Presentation events, we will be using Zoom Meeting.
  Detailed links for these events will be provided in the next few days on our website and
  email pages.
- 2. The author has submitted a 10-minute video presentation and presentation slides via Google Form. If you have not submitted the files, please do so as soon as possible.
- 3. Authors must attend the **parallel session in virtual conference.**
- 4. The schedule and rooms can be found in next page (for a quick search, just search your paper number)
- Dry run and Parallel Session will be held using ZOOM MEETINGS
   Please rename your zoom into this format: Room\_ID Paper\_Name. for example: Room 1-ID 44\_Alfian Putra

## **AUTHORS** must attend parallel sessions

- 6. At the dry Session and Parallel Session, we will ask your presence, if you present, we will play the video presentation. After the video ends, you must **answer** the question or discussion that occur during the parallel session for approximately 5 minutes.
- 7. In case, we do not find your video presentation or presentation slides (or you did not submit those files on Google Form), you will have to present orally.
- 8. Authors must attend in the parallel session for Q&A session. If author leaves or not attend the parallel session, we will consider the author absent from the presentation (resulting in the paper not being submitted to the targeted publisher).
- 9. **Please join 15 minutes before the scheduled time** as we need to assign you to the Zoom room.
- 10. Both the rehearsal and Parallel Session, WE WILL USE ENGLISH.
- 11. Moderator will moderate the opening, question, feedback and closing
- 12. For Certificates, we will provide a google form to be filled in the parallel session.
- 13. The **first parallel session** will be held on **24 October 2023, at 13.00 WIB** We look forward to welcoming you to the ceremony and parallel sessions.