INSTRUCTIONS FOR PARTICIPANTS
INTERSPEECH 2021 BRNO

IMPORTANT INFO
➢ Please note, the virtual platform is still under the constructions and some other pages might not be fully developed and filled with the information. Thank you for understanding.

HIGHLIGHTS
➢ Login to the virtual platform and complete your personal profile at your personal page.
➢ Check the program, scheduled presentation. Create your personal program.
➢ Test your connections, microphone and camera in order to participate in the Unified Virtual Papers sessions or Additional Unified Virtual Papers rooms
➢ Visit the INDUSTRY HUB and learn more from our partners
➢ Connect with other participants in Chat or MEET & GREET

TECHNICAL PRE-REQUISITES
For correct function of the online INTERSPEECH virtual platform, please follow the minimum system requirements:
➢ Microsoft Windows or Mac OS based device.
➢ Latest Chrome and Microsoft Edge internet browsers (other browsers are not fully supported).
➢ Noise cancelling headphones with microphone to reduce background noise are recommended.
➢ Stable Internet connection (minimum 10/10Mbps is recommended).

LOGIN
➢ To login to the INTERSPEECH 2021 virtual platform please visit the page: (https://interspeech2021.gcon.me/360/1/tour/)
➢ Click the User Login link in the top right corner of the page.
➢ The site will request your login credentials (email address and password)
➢ On your first login attempt the site will ask you to provide your email address (the e-mail address you used for your INTERSPEECH registration), your password will be automatically sent to this address (it is coming from the e-mail address info@gcon.me).
➢ If your first login, or reset password fail (email not received), please repeat the process, if unsuccessful, contact info@interspeech2021.org.

LIVE STREAMS FROM BRNO (LIVE SESSIONS)

To attend the LIVE SESSIONS happening in Brno:
➢ You can find actual live running sessions at the page LIVE SESSIONS

➢ Once you click on your desired Virtual hall, you enter the live stream.
  o For searching the program of other sessions next to the live streaming, we suggest to open Program on new tab of the internet browser

Asking questions in live sessions:
➢ Ask your question by clicking on the Question button
➢ Then write down the question
➢ Wait for your question to be read
  o Questions are reviewed by chairman
  o Questions will be read after the presentation ends
  o Questions are cleared before start of new presentation

Engaging in live discussion:
➢ To enter the Stage live for discussion please click on the Ask live button and wait for being invited by session chair.
➢ Once invited to the Stage, please allow your microphone and camera.
LIVE STREAMS (UNIFIED VIRTUAL SESSIONS)

- All papers have unified form of presentation in the virtual room. Participants can join the author(s) and discuss the paper with open microphones and cameras.
- All Unified Virtual Papers are listed in the list of Unified Virtual Sessions. Individual rooms can be seen under each paper and button ROOMS. Each paper can have more rooms available as Virtual Gathering. You can join any of the scheduled rooms according to your time preference.
- Live paper discussion in the rooms can be seen also from the DETAILED PROGRAMME. You can enter the desired room directly once the button enter is green. You can also see the number of participants in the room.
- While attending UNIFIED VIRTUAL SESSIONS rooms, please always use headphones.
- In case you are interested in some UNIFIED VIRTUAL PAPER and no one is there presenting it at the moment, you can contact presenting author via Chat networking, mentioned bellow, or you can check the PDF supporting material.
How to contact any other user/participant directly:

➢ Enter the Networking by clicking the Letter icon

➢ Search the user you want to contact
➢ Then click on the user and Send first message
MEET & GREET (VIDEO NETWORKING)

➢ We would like to introduce you MEET & GREET, which is supposed be used mainly for non-formal (Gatherings like) talks. For participation please visit MEET & GREET tab.
  o For mastering the Wonder.me app please read our Wonder.me Instructions
➢ First of all you need to allow your browser to access peripherals (microphone, webcam).

➢ In next step you will need to set up your Wonder.me account
  o Username, profile picture etc.
➢ Then just enjoy your MEET & GREET
MANAGING YOUR ACCOUNT

To increase your virtual experience, you can fill-in your personal account info, picture or description:

➢ You can find and change your personal data, description and social sites in the upper right corner “name” menu

➢ Then click on Personal page
➢ Here you can manage your Personal data (e.g. profile picture, phone number, e-mail)
  o Do not forget to save your changes by green Save changes button

➢ On the other tabs you can change Description and Social media profiles that will be shown on your profile
  o Also do not forget to Save changes
  o The Social media profiles could be in both formats: URL (link) or Username
HELPDESK

In case you face technical difficulties and need support from our technical team, please contact us through the General Helpdesk menu. Here you can find links to download system manuals or use the Chat option to communicate directly with our support personnel. Type your message to the chat box and click send, this will add your chat in to our support queue and one of our agents will reply to you as soon as possible.

➢ You can leave the chat and return to it at any time, it will stay saved for you.
➢ You can have the chat open in separate browser window while still watching the live stream or visiting other part of the online event.

During the congress

Live support at the Helpdesk will be operated during the operating hours. Operating hours will be posted soon.

Before the congress

Helpdesk will be operated on regular basis and all questions will be answer as soon as possible.

You can send your request also to the congress secretariat at info@interspeech2021.org.

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