

# Participation Guidelines for Attendees

We encourage all the attendees to use headphones to join Zoom meetings, since external speaker may cause echoing problem. Please make sure that you have a working microphone and camera as well. To maximize the conference experience, we suggest turning on your camera in meetings and only unmute your mic when talking.

We recommend using the standalone Zoom software (or app) to join conference sessions to have a better experience.

## 1. Joining the Livestream

There are two ways to join the livestream:

- Navigating through IMCOM website
- Navigating through Whova

### 1.1 Navigating through IMCOM website

- Open your browser, access IMCOM website: <http://imcom.org/> and select *Conference Program* (Figure 1)



IMCOM	CONFERENCE	VENUE	FOR AUTHORS	IMCOM 2021
Home Topics Sponsors Conference History Journal Recommendation	<b>Conference Program</b> Organizing Committee Program Committee Keynote Speakers Invited Speakers	Online Conference Travel Information Tourist Attractions Cuisine	Call for Papers Paper Submission Camera Ready Guidelines Registration Guidelines Presentation Guidelines	Photos Montage Video

**[ NEWS ]**

- Conference program is now available.
- Due to unprecedented number of submissions, the acceptance notifications are delayed 2-3 days. Thank you for your understanding.
- Online submission system is ready
- We are planning to open the paper submission portal around 1st August, 2021. Stay tuned for more updates!
- IMCOM 2022 website is now open.

**[ Proceedings in ]**

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Figure 1 From IMCOM website, select Conference Program

- When the conference agenda appears, select conference day and click *Join stream* below session title (Figure 2)

	IMCOM	CONFERENCE	VENUE	FOR AUTHORS	IMCOM 2021	
	<a href="#">Home</a> <a href="#">Topics</a> <a href="#">Sponsors</a> <a href="#">Conference History</a> <a href="#">Journal Recommendation</a>	<a href="#">Conference Program</a> <a href="#">Organizing Committee</a> <a href="#">Program Committee</a> <a href="#">Keynote Speakers</a> <a href="#">Invited Speakers</a>	<a href="#">Online Conference</a> <a href="#">Travel Information</a> <a href="#">Tourist Attractions</a> <a href="#">Cuisine</a>	<a href="#">Call for Papers</a> <a href="#">Paper Submission</a> <a href="#">Camera Ready Guidelines</a> <a href="#">Registration Guidelines</a> <a href="#">Presentation Guidelines</a>	<a href="#">Photos</a> <a href="#">Montage Video</a>	

## Program (Times are in GMT+9)

Figure 2 Select conference day, and click Join stream below session title

- Then, you have to enter an invitation code (Figure 3), **we will send this code to all attendees via email**. After entering the code, you will be asked to open Zoom app to join the livestream.

Figure 3 Enter invitation code to join the livestream

## 1.2 Navigating through Whova:

- Open your Whova Mobile App on your mobile or enter the following URL [https://whova.com/portal/webapp/imcom\\_202201/](https://whova.com/portal/webapp/imcom_202201/) in your browser address bar. If you are registered, after logging in, the IMCOM 2022 conference will automatically appear in your home page.

- All the sessions and presentations in each session can be found in the Agenda menu (Guidelines: [https://whova.com/pages/whova-app-user-guide/#explore\\_agenda](https://whova.com/pages/whova-app-user-guide/#explore_agenda)) – Figure 4.

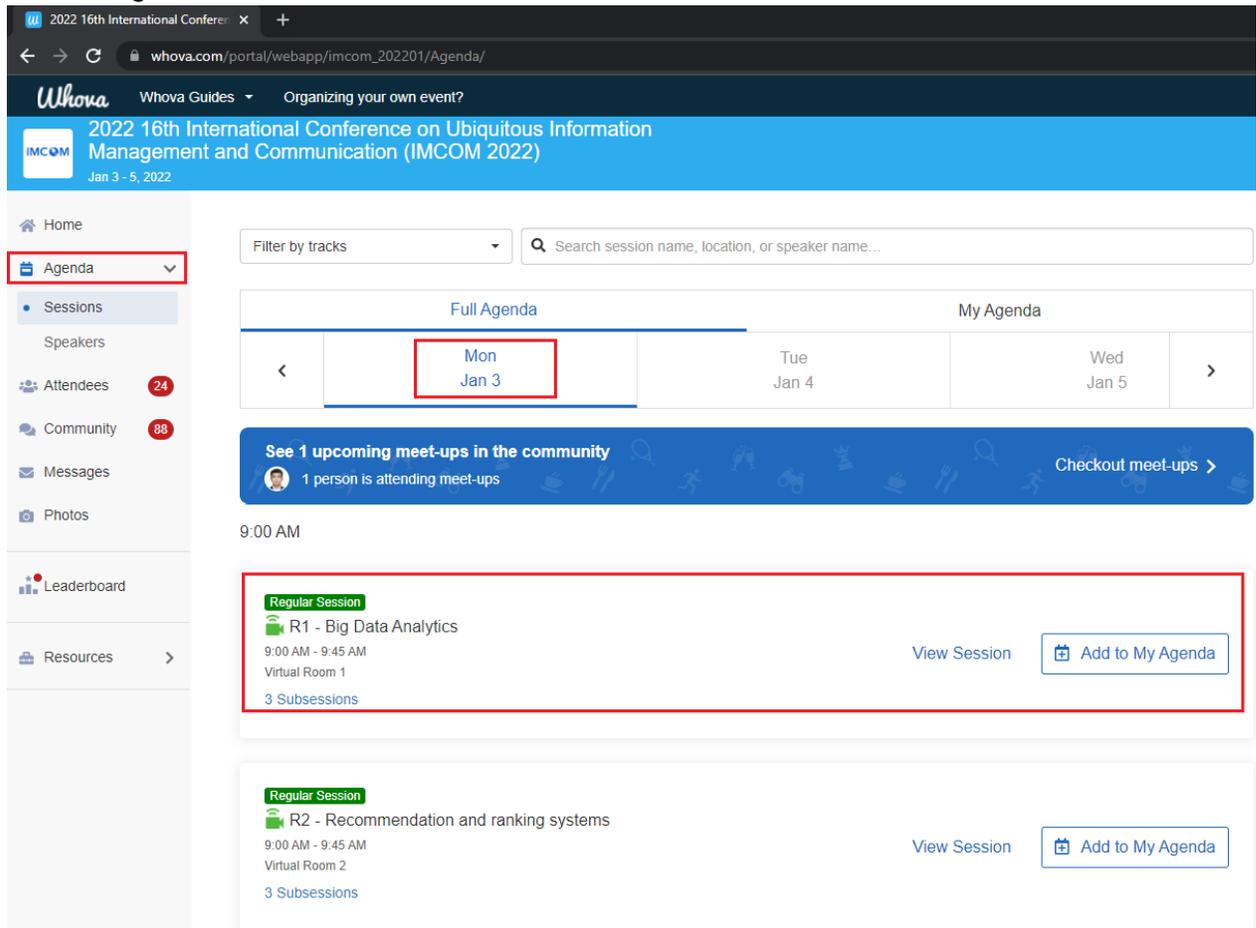


Figure 4. Select conference day and click on the session you want to join

- On the conference days, please access the live stream by click on the session you wish to join (Guidelines: [https://whova.com/pages/whova-app-user-guide/#join\\_stream](https://whova.com/pages/whova-app-user-guide/#join_stream)). If a black screen appears like Figure 5, just click *Proceed anyway*.

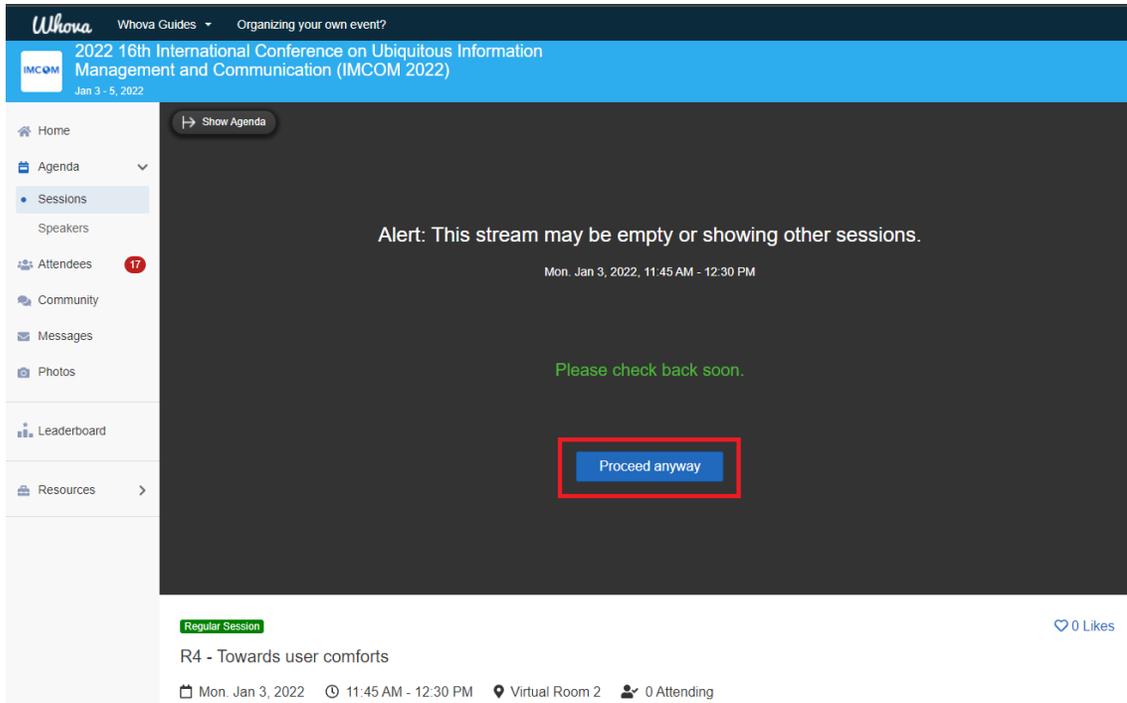


Figure 5. Live stream window. Click Proceed anyway.

- After that, you can choose either using Zoom app or the integrated Zoom in Whova (Figure 6).

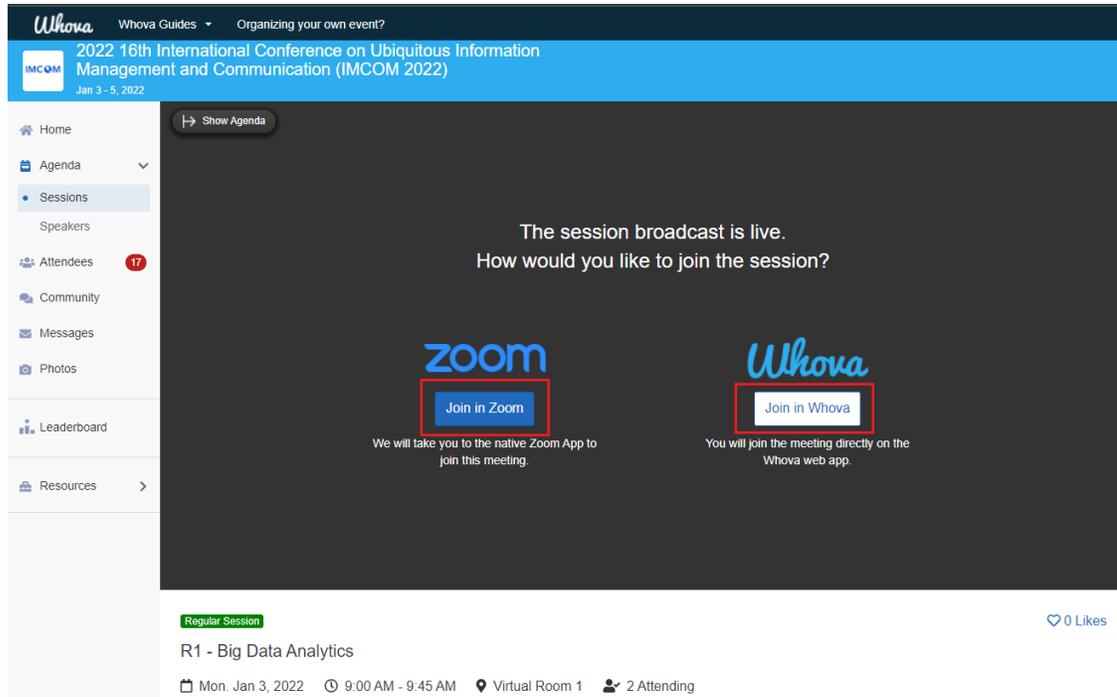


Figure 6 Select the platform for the livestream

Recommended web browser in desktop: Chrome.

A very detailed instruction on how to sign in, participate in a session, and network with other attendees can be found here: [Whova App User Guide - Whova](#). Please check out the tutorial and get familiar with the conferencing platform.

## 2. Attending Regular/Short Oral Sessions:

### 2.1 Before the session

- a. Join the Zoom meeting for your designated session. Be sure to enter the right session. The host will display a slide in Zoom showing the coming session's agenda (Figure 7).



## IMCOM 2022

16th International Conference on Ubiquitous Information Management and Communication  
January 3-5, 2022, Seoul, South Korea



Room: **Virtual Room 1**

Next session: **Regular session 1**  
Time: 19:00 EST – 9:00 KST – 1:00 CET

### Big data analytics

(Session chair: XXXXXXXXXX)

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R1-1	<i>Utilising Big Data with Cloud Computing in the Modern Business Environment</i> Mohammed Adnan Islam and Muhammad Ehsan Rana
R1-2	<i>A Framework for an IT-based Risk Management for The Third-party Funding Process in Universities (TRINITY)</i> Matthias Baumgart, Claudia Hösel, Manuel Heinzig, Matthias Vodel, Christian Roschke and Marc Ritter
R1-3	<i>Estimating Neutrality of News Articles and Reactions on Twitter</i> Taketoshi Ushiyama and Tenyu Kawaguchi

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Figure 7. Session information.

- b. Get known by the session chair. **[For Presenter]** The chair will check your presence when the following slide shown up (Figure 8) a few minutes before the session.

### Session R1: Big data analytics



Mohammed Adnan Islam  
Asia Pacific University of  
Technology and Innovation,  
Malaysia

*Utilising Big Data with Cloud Computing in the Modern Business Environment*



Matthias Baumgart  
University of Applied Sciences  
Mittweida, Germany

*A Framework for an IT-based Risk Management for the Third-party Funding Process in Universities (TRINITY)*



Taketoshi Ushiyama  
Kyushu University, Japan

*Estimating the Neutrality of News Articles and Reactions on Twitter*

Figure 8. List of presenters and their presentation titles.

Note: Be sure that you are unmuted before talking. If you cannot unmute yourself, then click on “Raise Hand” to get the chair/host’s attention.

## 2.2 When the session starts:

- c. The chair will announce the participation guidelines to all attendees (Guidelines as in Figure 9 will be displayed).

### Participation Guide

- All attendees will be muted by default
- Presentation videos will be played one by one
- After each video playback is the Q&A
- Use “Raise hand” to ask question
- For each presentation, at most two questions will be selected to ask the presenter

*Figure 9. Participation guidelines.*

- d. The session chair will introduce the paper (Figure 10), and the staff will play the pre-recorded video.

### Session R1: Big data analytics



Mohammed Adnan Islam  
Asia Pacific University of  
Technology and Innovation,  
Malaysia

#### Utilising Big Data with Cloud Computing in the Modern Business Environment

VIDEO



Matthias Baumgart  
University of Applied Sciences  
Mittweida, Germany

#### A Framework for an IT-based Risk Management for the Third-party Funding Process in Universities (TRINITY)



Taketoshi Ushiyama  
Kyushu University, Japan

#### Estimating the Neutrality of News Articles and Reactions on Twitter

*Figure 10. Introducing the presentation playback.*

Please stay muted until the Q&A period for your paper. This is to prevent unwanted sound during the meeting.

- e. Q&A: **[For Presenter]** Make sure that you are unmuted before answering questions. **[For Non-Presenter]** Raise hand to ask question. The host/chair will request you to unmute your Zoom client (Guidelines: [Raise Hand](#) in Zoom).

## 2.3 When the session ends

You can stay in the meeting to join the next oral session.

**Note:** If the next session is Lightning Session, you must exit the Zoom meeting to join a separate chatroom created for each presentation.

## 3. Attending Lightning Sessions

Lightning Sessions can be accessed through Whova, they are organized separately for each paper. **[For Presenter]** All presenters are required to stay in their paper presentation's sub-session for possible Q&A. **[For Non- Presenter]** The other attendees can visit the sub-session and ask questions:

Both **presenters and attendees can navigate** to the lightning paper sub-session by clicking on Agenda => View Session => View Details of the lightning paper (Figure 11 and 12). The Q&A box will appear as in Figure 13. The attendees can ask question in the Q&A chat box, and the presenter can answer them in the same place.

The screenshot shows the Whova interface for the 2022 16th International Conference on Ubiquitous Information Management and Communication (IMCOM 2022). The interface includes a navigation menu on the left and a main content area with session listings. The session listings are organized by time slots: 12:35 PM and 1:10 PM. Each session card displays the session title, time, location, and the number of sub-sessions. The 'View Session' button for the 'L1 - Social interactions and forecasting' session is highlighted with a red box.

Time Slot	Session Title	Time	Location	Sub-sessions	Buttons
12:35 PM	S1 - Data manipulation and searching	12:35 PM - 1:10 PM	Virtual Room 1	5 Subsessions	View Session, Add to My Agenda
12:35 PM	S2 - Ethological analytics	12:35 PM - 1:10 PM	Virtual Room 2	5 Subsessions	View Session, Add to My Agenda
1:10 PM	L1 - Social interactions and forecasting	1:10 PM - 2:00 PM		12 Subsessions	View Session (highlighted), Add to My Agenda

Figure 11 Click View session

Whova Whova Guides Organizing your own event?

2022 16th International Conference on Ubiquitous Information Management and Communication (IMCOM 2022)  
Jan 3 - 5, 2022

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Lightning Session

L1 - Social interactions and forecasting

Mon, Jan 3, 2022 1:10 PM - 2:00 PM 0 Attending

Add to My Agenda Like session

Subsessions

L1.1 - Geo-Fencing Technique for Internship Placement- Use Cases Deliverables  
1:10 PM - 2:00 PM  
Speaker: Dr. Suriana Ismail

View details

L1.2 - A Conceptual Framework for an Integrated Healthcare Information Systems from an Organizational Perspective  
1:10 PM - 2:00 PM  
Speaker: Elsebale Abubaker Eseddig Fathi Mahmoud

View details

Figure 12 Click View details

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IEEE

IMCOM 2022

International Conference on Ubiquitous Information Management and Communication

January 3-5, 2022 - Seoul, Korea

IEEE SMC

Systems, Man, and Cybernetics Society

Geo-Fencing Technique for Internship Placement-Use Cases Deliverables

Presenter: Dr. Suriana Ismail  
Universiti Kuala Lumpur -Malaysian Institute of Information Technology  
MALAYSIA

Q&A

Questions

Filter by

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L1.1 - Geo-Fencing Technique for Internship Placement- Use Cases Deliverables

Mon, Jan 3, 2022 1:10 PM - 2:00 PM 0 Attending 0 Questions

Add to My Agenda Like session

Ask a question

Figure 13. Recorded presentation, Q&A box.