



SIGSPATIAL 2021

Virtual Conference Guidelines for Authors

Authors (presenters) are required to present in both the Beijing event and the virtual event.

- If you are in mainland China, you are required to register for the Beijing event. You will present at the Beijing event, and present at the virtual event as well.
- If you are not in mainland China, you are required to register for the virtual event. You will present for the Beijing event and the virtual event using Zoom.

Zoom links will be provided in the program on the conference website. You will receive an email on the password for Zoom before the conference starts.

Setup

Install Zoom

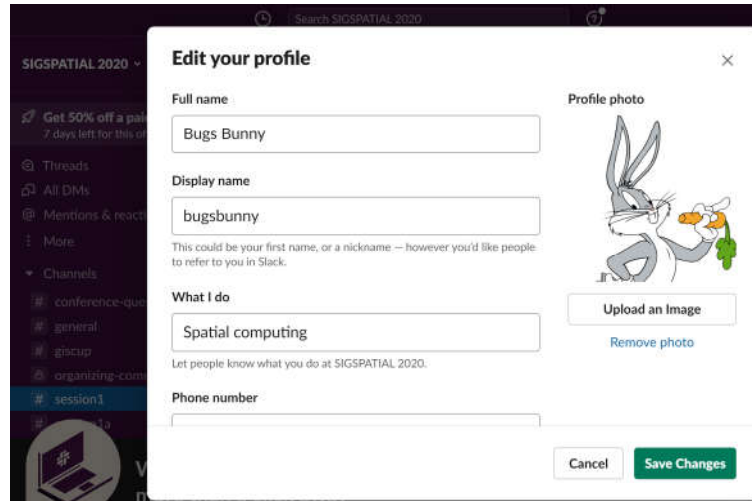
If you never use Zoom before, download and install Zoom at <https://zoom.us/download>.

Install Slack

If you have not yet, install Slack and sign up the SIGSPATIAL 2021 Slack workspace at

https://join.slack.com/t/sigspatial2021/shared_invite/zt-xihktpc6-664YkWn21Rcl4~Zv32XFBw

Create your “Badge” in Slack: In the SIGSPATIAL 2021 Slack workspace, click the icon on the top right corner, click “Edit profile” below your name on the right to edit your profile. Change your Display name to: [Your Name] (Author), and upload a profile picture if you will.



Joining the Conference

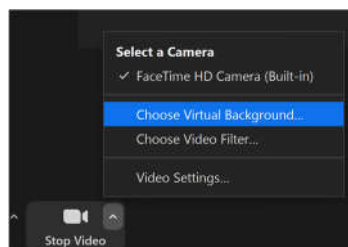
Enter Zoom Webinar/Meeting

While the main conference will be in Zoom webinar mode (only promoted panelists can speak; as a presenter, you will be promoted as a panelist), some sessions or workshops will be using a meeting mode (everybody can speak).

As the presenter, you have the obligation to attend the sessions where your talk will appear, and answer questions from attendees of the conference.

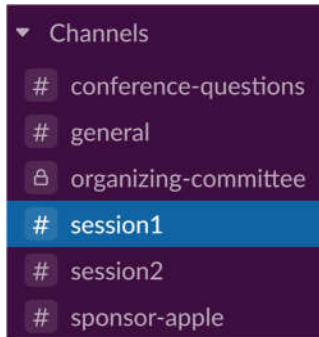
To enter the Zoom webinar/meeting for a session where your paper will be presented, go to the online conference website (<https://sigspatial2021.sigspatial.org/program/>) and the day and the session on the online conference website, and click the Zoom link.

Please try to enter the Zoom 10 minutes before the session is scheduled to begin, so the technical host can have time to promote you as a panelist to speak. If you join the meeting from your own Zoom account, you are encouraged to use the conference virtual background for Zoom, downloadable from <https://sigspatial2021.sigspatial.org/participation>. You can set up a virtual background by clicking the upper arrow in “Start Video”.



Log in to Slack Channel

Log in to Slack at <https://sigspatial2021.slack.com>. Enter the session channel on the left menu. The session number is available in the program. You can ask questions at the current session.



If you have any general questions about the conference, you can ask at the **#conference-questions** channel.

During the Your Session

Turn on Your Video for Your Presentation

You will be promoted as a panelist during your talk. Your recorded video will be played by a technique host. It is strongly recommended that you turn on your video in Zoom during the session. Please mute your microphone while your recorded video is being played.

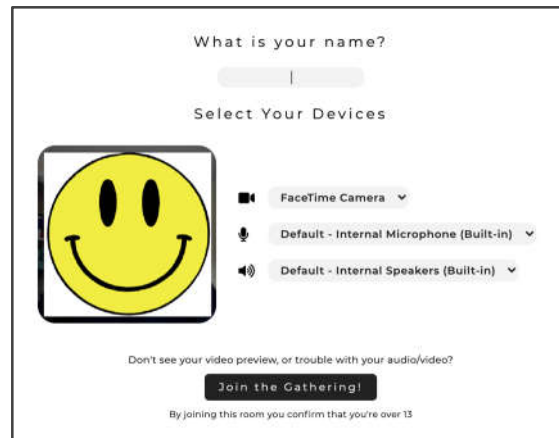
Answer Questions

There will be approximately 3-5 minutes at the end of each talk for the Q & A period. The session chair will help to monitor questions raised from the audience in Zoom Q&A window (or Zoom chat window if in a Zoom meeting mode). When answering questions from the audience, please unmute your microphone and speak directly.

If you have any questions for the volunteers (technique host) or the session chair, please use the Zoom chat window to send your questions privately.


Socialize with Gather Town


During session breaks, enter the social space with the gather.town link of the conference. Type in your name in the field under “What is your name” and click the “Join the Gathering!” button to join the meeting session.




What is your name?
[Input field]

Select Your Devices

 FaceTime Camera ▾

 Default - Internal Microphone (Built-in) ▾

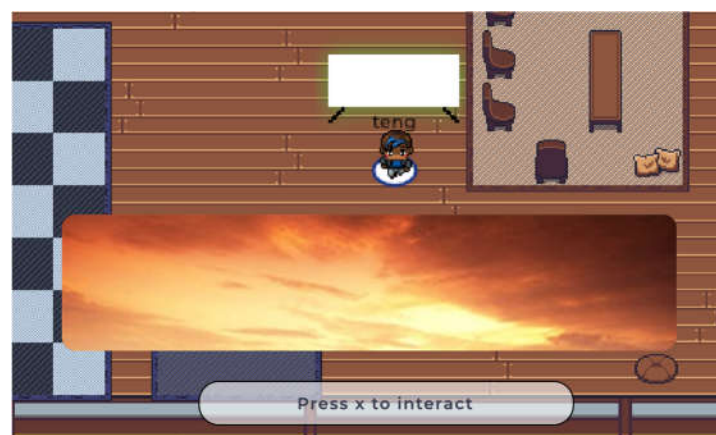
 Default - Internal Speakers (Built-in) ▾

Don't see your video preview, or trouble with your audio/video?

Join the Gathering!

By joining this room you confirm that you're over 13

You can walk around and talk with a person if the distance is close enough, with the cameras on. You may see interactable objects, such as poster images and documents, which will be highlighted when you approach them. Press “x” on your keyboard to interact.



Enjoy the Conference, and thank you for your participation!

Useful Info

Questions?

- Send an email to sigspatial2021@gmail.com.
- Use the **#conference-questions** Slack channel

Useful links

- <https://sigspatial2021.sigspatial.org/> - Online conference website
- <https://sigspatial2021.slack.com/> - Conference Slack space