



GOL'20 – October, 28-30, 2020
The 5th edition of the IEEE International Conference on
Logistics Operations Management
GOL'20

Instructions for participating in the GOL'20 videoconference

Following the current circumstances due to the COVID-19 pandemic, the GOL'20 conference has been converted to a **virtual** mode from October 28 to 30, 2020 in order to respond to instructions from local and international authorities especially the World Health Organization.

Also, in order to simplify the integration of researchers into the **GOL'20 videoconference**, we have developed this tutorial to present the instructions for participating in the **videoconference**, from the browser, from the Zoom mobile and desktop applications via an email invitation.

1. Participation of videoconference GOL'20

To access GOL'20 videoconferencing on a computer or mobile device, you can download the Zoom app from the **ZOOM Platform Download Center**.

a) Required configuration

- a. Each speaker has a unique 9, 10 or 11-digit number called the meeting number, which is required to participate in the videoconference.
- b. If you are joining the GOL'20 videoconference by phone, you will need the conference call number included in the invitation.

b) Access to the GOL'20 videoconference

On both Windows systems  and Mac , you can join a session using any of the following methods:

1. Click Join Meeting, if you want to join without signing in.

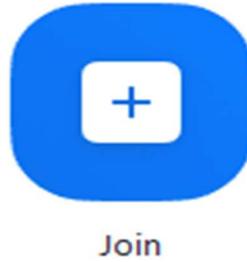
zoom

Join a Meeting

Sign In



2. Log in to Zoom and click on Participate.



Then you enter the meeting number and your display name.

- If you are connected, enter your first and last name in order to keep the traceability and follow-up of the speakers.
- If you are not logged in, also enter your first and last name by default.

Join a Meeting

Meeting ID or Personal Link Name

Grant MacLaren

Do not connect to audio

Turn off my video

Once you access the conference, you authorize your machine to access audio and/or video and to Participate.

Note: Keep the audio off when entering the session to avoid sound interference.

2. Technical and organizational instructions

- Make sure you have a **broadband connection** on the day of the conference.
- Log on to the ZOOM platform **10 min before the start of your session**.
- Once you have accessed the session, with the Chairs, they will ask you to choose between:
 - The launch of the recording of your communication
 - The direct presentation of the communication.

And, during this time, your presence is mandatory.

- At the end of the presentation, the chair will ask you the questions collected from the participants.
- Before accessing the conference, make sure you have a Zoom account with the presentation ID as a first name and the first author's last name as last name.



- Before the conference, make sure you have a Zoom account with the presentation ID as a first name and the first author's last name as last name.

- Example:

S2W3.4 (75): K. Abbal, Y. Benadada and M.ElAmrani Bi-level Multicapacited Facility location Problem

- This participant must, when creating or modifying their Zoom profile, provide the following information:
 - First name: S2W3.4 (75)
 - Name: K. Abbal
- When accessing the conference, the participant must ensure that he belongs to the session that interests him.
- The plenary sessions will be broadcast live via YouTube and the video link will be sent to you by email.
- At the end of the recording launch, the participant is invited to interact with the questions of the speakers, being ready to share the slides of the presentation supposed to be opened in advance.