

THE RISE OF ASIA 2021 WEBCONFERENCING
February 10-12, 2021, French Time Zone (GMT+1)

ZOOM TECHNICAL GUIDELINES

GENERAL GUIDELINES

- 1) Please, ensure that you have the last updated Zoom installed in your device (computer or smartphone) and other related necessary equipments (web camera, microphone, headset, loudspeakers, etc.).
- 2) Please, ensure that you have a Zoom account with identification of your real name (not pseudo name).
- 3) Please, ensure that you have filled-in the conference online registration with your real name identical to your Zoom identification name. When you try to enter into a session, a co-host of the session will check if your name is in the list of registered names. If you have not registered yet, or your Zoom identification name is different from your real name, the co-host will not let you enter into the session.
- 4) Please, notice that all the sessions will be recorded. You will receive an audio notice when the recording starts. If you do not accept to be recorded, there are two possibilities for you to do: either you deactivate your camera and your microphone; or you leave the session.
- 5) You will receive three Zoom links for the three days of the conference: link 1, link 2 and link 3 for the first, second and third day respectively.
- 6) Please, notice that when you enter into a session, your microphone is automatically deactivated. The co-host will activate the microphone of those who are supposed to speak under the authorisation of co-chairs.

DAY-1 GUIDELINES

- 1) The first day conference will be organised in 3 successive plenary sessions with 15 minutes break for transition in between.
- 2) During the break (installation, connection), the Zoom virtual room stays open.

DAY-2 GUIDELINES

- 1) The second day conference will be organised in 6 parallel sessions on 3 successive time slots, making 18 sessions in all.
- 2) After entering into the Zoom main virtual room, you will see a chart indicating the number of the six rooms (ROOM 1, ROOM 2...) and the keywords of the sessions organised in the rooms (see the chart at the following page).
- 3) You may choose any room; enter into your selected room by clicking the link « rejoindre » (a French word meaning « join »). You may move to another room by leaving the session and choose your desirable room.
- 4) While the parallel sessions are going on, the Zoom main virtual room stays open.
- 5) There is a break of 15 minutes between two successive sessions to allow participants to take a break, to move to another session, to disconnect and reconnect to Zoom link, etc.

DAY-3 GUIDELINES

- 1) The third day conference will be organised in two parts: Morning and Afternoon with a lunch break in between.
- 2) The Morning will be organised in 6 parallel sessions on 2 successive time slots, making 12 sessions in all. The running of the sessions is technically similar to the parallel sessions at the second day.
- 3) The Afternoon will be organised in two successive plenary sessions with a break of 15 minutes. The running of the sessions is technically similar to the plenary sessions at the first day.

CHART PARALLEL SESSIONS

THURSDAY JEUDI 11/02/21 GMT+1	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
09:45-10:00	INSTALLATION/CONNECTION					
10:00-12:00	SESSION 4	SESSION 7	SESSION 10	SESSION 13	SESSION 16	SESSION 19
	ASIA 1 3-5 countries	AFRICA 1 3-5 countries	ICT & MEDIA 3-4 speakers	WESTERN WORLD 3-5 speakers	GEOPOLITICS 1 3-5 speakers	GENDER 1 3-5 speakers
13:45-14:00	INSTALLATION/CONNECTION					
14:00-15:30	SESSION 5	SESSION 8	SESSION 11	SESSION 14	SESSION 17	SESSION 20
	ASIA 2 3-5 countries	AFRICA 2 3-5 countries	LATIN AMERICA 1 3-5 countries	CULTURE 3-4 speakers	GEOPOLITICS 2 3-4 speakers	GENDER 2 3-4 speakers
15:30-15:45	INSTALLATION/CONNECTION					
15:45-17:15	SESSION 6	SESSION 9	SESSION 12	SESSION 15	SESSION 18	SESSION 21
	ASIA 3 3-5 countries	AFRICA 3 3-5 countries	LATIN AMERICA 2 3-5 countries	ASIA BUSINESS 1 3-4 speakers	GEOPOLITICS 3 3-4 speakers	GENDER 3 3-4 speakers
FRIDAY VENDREDI 12/02/21 GMT+1	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
08:45-09:00	RECEPTION/INSTALLATION/CONNECTION					
09:00-10:30	SESSION 22	SESSION 24	SESSION 26	SESSION 28	SESSION 30	SESSION 32
	CEE & RUSSIA 3-5 countries	MEDITERRANEAN 3-4 speakers	ECOLOGY 3-4 speakers	ASIA BUSINESS 2 3-4 speakers	NEW GLOBALISM 1 3-4 speakers	GENDER 4 3-4 speakers
10:30-10:45	INSTALLATION/CONNECTION					
10:45-12:15	SESSION 23	SESSION 25	SESSION 27	SESSION 29	SESSION 31	SESSION 33
	NEW GLOBALISM 2 3-4 speakers	BRICS-G20 3-5 speakers	ARMS CONTROL 3-5 speakers	ASIA BUSINESS 3 3-4 speakers	GEOPOLITICS 3 3-4 speakers	GENDER 5 3-4 speakers
12:15-13:45	LUNCH BREAK					

SEE THE DEMONSTRATION OF SIMULATION AT THE NEXT PAGES

PARALLEL SESSIONS – DAY 2 AND 3

STEP 1: You will see the chart below when you are admitted in THE MAIN VIRTUAL ROOM

THURSDAY JEUDI 11/02/21 GMT+1	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
09:45-10:00	INSTALLATION/CONNECTION					
10:00-12:00	SESSION 4	SESSION 7	SESSION 10	SESSION 13	SESSION 16	SESSION 19
	ASIA 1 3-5 countries	AFRICA 1 3-5 countries	ICT & MEDIA 3-4 speakers	WESTERN WORLD 3-5 speakers	GEOPOLITICS 1 3-5 speakers	GENDER 1 3-5 speakers
13:45-14:00	INSTALLATION/CONNECTION					
14:00-15:30	SESSION 5	SESSION 8	SESSION 11	SESSION 14	SESSION 17	SESSION 20
	ASIA 2 3-5 countries	AFRICA 2 3-5 countries	LATIN AMERICA 1 3-5 countries	CULTURE 3-4 speakers	GEOPOLITICS 2 3-4 speakers	GENDER 2 3-4 speakers
15:30-15:45	INSTALLATION/CONNECTION					
15:45-17:15	SESSION 6	SESSION 9	SESSION 12	SESSION 15	SESSION 18	SESSION 21
	ASIA 3 3-5 countries	AFRICA 3 3-5 countries	LATIN AMERICA 2 3-5 countries	ASIA BUSINESS 1 3-4 speakers	GEOPOLITICS 3 3-4 speakers	GENDER 3 3-4 speakers
FRIDAY VENDREDI 12/02/21 GMT+1	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
08:45-09:00	RECEPTION/INSTALLATION/CONNECTION					
09:00-10:30	SESSION 22	SESSION 24	SESSION 26	SESSION 28	SESSION 30	SESSION 32
	CEE & RUSSIA 3-5 countries	MEDITERRANEAN 3-4 speakers	ECOLOGY 3-4 speakers	ASIA BUSINESS 2 3-4 speakers	NEW GLOBALISM 1 3-4 speakers	GENDER 4 3-4 speakers
10:30-10:45	INSTALLATION/CONNECTION					
10:45-12:15	SESSION 23	SESSION 25	SESSION 27	SESSION 29	SESSION 31	SESSION 33
	NEW GLOBALISM 2 3-4 speakers	BRICS-G20 3-5 speakers	ARMS CONTROL 3-5 speakers	ASIA BUSINESS 3 3-4 speakers	GEOPOLECONOMY 3-4 speakers	GENDER 5 3-4 speakers
12:15-13:45	LUNCH BREAK					

STEP 2: Click on the icon « Diviser en group » (Room break-down) below.

The screenshot displays a Zoom meeting in progress. On the left, a PowerPoint slide titled 'Table-Programme-Parallel [Mode de compatibilité] - Microsoft PowerPoint' is shown. The slide contains a detailed session schedule for Thursday (11/02/21) and Friday (12/02/21), organized by room (SALLE 1 to SALLE 6). The schedule includes session titles, topics, and the number of speakers. On the right, the Zoom meeting interface is visible, showing a grid of participants and a list of names on the right side. At the bottom, the Zoom control bar includes buttons for 'Activer', 'Vidéo', 'Sécurité', 'Participants', 'Discussion', 'Écran partagé', 'Enregistrer', 'Diviser en groupe', and 'Réactions'. A red circle highlights the 'Diviser en groupe' button, which has a red arrow pointing to it from the text above. A tooltip above the button indicates '15 participants non affectés'. The 'Participants' button shows 27 participants. The meeting title at the top is 'Vous voyez actuellement l'écran de LAURIOL SPHERIS'.

THURSDAY JEUDI 11/02/21	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
09:45-10:00	INSTALLATION/CONNECTION					
10:00-12:00	SESSION 4 ASIA 1 3-5 countries	SESSION 7 AFRICA 1 3-5 countries	SESSION 10 ICT & MEDIA 3-4 speakers	SESSION 13 WESTERN WORLD 3-4 speakers	SESSION 16 GEOPOLITICS 1 3-5 speakers	SESSION 19 GENDER 1 3-5 speakers
13:45-14:00	INSTALLATION/CONNECTION					
14:00-15:30	SESSION 5 ASIA 2 3-5 countries	SESSION 8 AFRICA 2 3-5 countries	SESSION 11 LATIN AMERICA 1 3-5 countries	SESSION 14 CULTURE 3-4 speakers	SESSION 17 GEOPOLITICS 2 3-4 speakers	SESSION 20 GENDER 2 3-4 speakers
15:30-15:45	INSTALLATION/CONNECTION					
15:45-17:15	SESSION 6 ASIA 3 3-5 countries	SESSION 9 AFRICA 3 3-5 countries	SESSION 12 LATIN AMERICA 2 3-5 countries	SESSION 15 ASIA BUSINESS 1 3-4 speakers	SESSION 18 GEOPOLITICS 3 3-4 speakers	SESSION 21 GENDER 3 3-4 speakers
FRIDAY VENDREDI 12/02/21	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3	ROOM 4 SALLE 4	ROOM 5 SALLE 5	ROOM 6 SALLE 6
08:45-09:00	RECEPTION/INSTALLATION/CONNECTION					
09:00-10:30	SESSION 22 CEE & RUSSIA 3-5 countries	SESSION 24 MEDITERRANEAN 3-4 speakers	SESSION 26 ECOLOGY 3-4 speakers	SESSION 28 ASIA BUSINESS 2 3-4 speakers	SESSION 30 NEW GLOBALISM 1 3-4 speakers	SESSION 32 GENDER 4 3-4 speakers
10:30-10:45	INSTALLATION/CONNECTION					
10:45-12:15	SESSION 23 NEW GLOBALISM 2 3-4 speakers	SESSION 25 BRICS-G20 3-5 speakers	SESSION 27 ARMS CONTROL 3-5 speakers	SESSION 29 ASIA BUSINESS 3 3-4 speakers	SESSION 31 GEOPOLECONOMY 3-4 speakers	SESSION 33 GENDER 5 3-4 speakers
12:15-13:45	LUNCH BREAK					

STEP 3: A white box with different rooms appears. Choose a preferred room and click on « Rejoindre » (Join) to join your chosen room.

The screenshot shows a Zoom meeting interface with a 'Diviser en groupe - En cours' dialog box open. The dialog lists several rooms and sessions, with 'Rejoindre' (Join) highlighted in a red circle. A red arrow points from the instruction text to this button.

Table-Programme-Paralel (Mode de compatibilité) - Microsoft Power...

THURSDAY JEUDI 11/02/21	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3
09:45-10:00			INSTALLAT
10:00-12:00	SESSION 4 ASIA 1 3-5 countries	SESSION 7 AFRICA 1 3-5 countries	SESSION 11 ICT & MEDIA 3-4 speakers
13:45-14:00			INSTALLAT
14:00-15:30	SESSION 5 ASIA 2 3-5 countries	SESSION 8 AFRICA 2 3-5 countries	SESSION 12 LATIN AMERIC 3-5 countries
15:30-15:45			INSTALLAT
15:45-17:15	SESSION 6 ASIA 3 3-5 countries	SESSION 9 AFRICA 3 3-5 countries	SESSION 13 LATIN AMERIC 3-5 countries

FRIDAY VENDREDI 12/02/21	ROOM 1 SALLE 1	ROOM 2 SALLE 2	ROOM 3 SALLE 3
08:45-09:00			RECEPTION/INST
09:00-10:30	SESSION 22 CEE & RUSSIA 3-5 countries	SESSION 24 MEDITERRANEAN 3-4 speakers	SESSION 26 ECOLOGY 3-4 speakers
10:30-10:45			INSTALLAT
10:45-12:15	SESSION 23 NEW GLOBALISM 2 3-4 speakers	SESSION 25 BRICS-G20 3-5 speakers	SESSION 27 ARMS CONTRA 3-5 speakers
12:15-13:45			LUN

Diviser en groupe - En cours

- Non affecté
 - Devon Ronald Dublin (non rejointe)
 - ETIENNE AURORE (non rejointe)
 - Gwenaëlle JOST (non rejointe)
 - LAURIOL SPHERIS (non rejointe)
 - Louise Enault (non rejointe)
 - M Mohanty (non rejointe)
 - MANJAL MYRIAM (non rejointe)
 - Marie Chaîne (non rejointe)
 - Maud Lapeyre (non rejointe)
 - Tulus Tambunan (non rejointe)
- ROOM 1 : ASIA 1
 - Agathe Jeusset (non rejointe)
 - Akhil Ranjan Dutta (non rejointe)
 - Annamaria Artner
 - Beatriz Bissio (non rejointe)
 - Harry-Pascal Bannais

Affecter à

Rejoindre

Diffuser un message à tout le monde Arrêter toutes les séances

STEP 4: You are now in your chosen room. Click on « Quitter la séance » (Leave the session) to go back to THE MAIN VIRTUAL ROOM.

The image shows a Zoom meeting window titled "Zoom Réunion - ROOM 1 : ASIA 1". The interface is in French. On the left, there is a sidebar with a "Diapositives" (Slides) panel showing a presentation slide. The main area displays a grid of 20 video thumbnails of participants. At the bottom right of the grid, there is a button labeled "Quitter la séance" (Leave the session) which is highlighted with a red circle. A red arrow points from the text box above to this button. The bottom of the window shows the Windows taskbar with various application icons and the system clock displaying 15:56 on 06/02/2021.

Participant Name	Participant Name	Participant Name	Participant Name	Participant Name
paolo motta	Bourdageau Elise	Stephane Leydi...	Annamaria Art...	SEEMA MEHRA PA...
Viktor Eszterhai	Harry-Pascal B...	Monica Bruckmann	Beatriz Bissio	M Mohanty
Marzia Casolari	LAURIOL SPHE...	Devon Ronald Du...	Darwis KHUDORI	Tsvetelin Anast...
ETIENNE AUREORE	Agathe Jeusset	Louise Enault	Maud Lapeyre	MANJAL MYRIAM
Akhil Ranjan Dutta	Tulus Tambunan	Marie Chaîne	Gwenaëlle JOST	

STEP 5: You are now back in THE MAIN VIRTUAL ROOM. Take STEP 3 to enter into another room.

The screenshot displays a Zoom meeting window titled "Zoom Réunion - ROOM 2 : AFRICA 1". A dialog box titled "Diviser en groupe - En cours" is open, listing participants and room options. The "Rejoindre" button for "ROOM 1 : ASIA 1" is circled in red, with a red arrow pointing to it from the text above. The background shows a grid of video thumbnails for participants like Viktor Eszterhai, Monica Bruckmann, Harry-Pascal Bann..., M Mohanty, Marie Chaine, Akhil Ranjan Dutta, Gwenaëlle JOST, Tsvetelin Anast..., and Annamaria Artner. The Windows taskbar at the bottom shows the time as 15:58 on 06/02/2021.

Participants in ROOM 1 : ASIA 1:

- Annamaria Artner
- LAURIOL SPHERIS (non rejointe)
- Marzia Casolari
- riccerimarco@hotmail.com (non rejointe)

Participants in ROOM 3 : ICT & MEDIA:

- Gracjan Cimek (non rejointe)

Participants in ROOM 4 : WESTERN WORLD:

- Gracjan Cimek (non rejointe)