

Dear All,

the IIW welcome you in the IIW2020 on-line platform, which wants to replicate the opportunity to stay up-to-date in the welding and joining field.

As Attendee you will be able to experience live meetings and switch from one open session to another, stay in touch with worldwide delegations and professionals as well as to discover sponsors innovation and explore other especially designed areas.

With the aim of expand participation as much as possible, the IIW2020 will operate live from 13.00 to 16.00 CEST on 15th/ 25th July.

We kindly invite you to read this summary regarding the web-based platform you are going to use as subscriber attendee.

ACCESS THE IIW2020 ONLINE ANNUAL ASSEMBLY WEB PLATFORM AS ATTENDEE (no Chair or Speaker)

Access to <https://iiw2020.online/> and click on proper button to enter the platform.

Then enter your personal Aristeia Pass credentials (username and password of your registration)

ESSENTIAL TECHNICAL REQUIREMENTS TO PROPERLY ACCESS THE MEETING ROOM

You can access this web-based platform by any PC and laptop with no additional plug-in- It is highly recommended to check here some essential requirements:

- 1) **Use of the browser Chrome ver.72 or later - strictly recommended.** In case you need to install it, you may to download the latest version free of charge at <https://www.google.com/chrome/> (you may need to ask to your system administrator the permission to install)
- 2) At your first log-in at platform via Chrome, please be sure to accept necessary permissions

The following hardware is required to attend a meeting room:

- PC or laptop (windows or mac)
- Headphones (built-in or external)
- Stable internet connection

Optional requirements:

- Microphone (built-in or external)
- Webcam (built-in or external)

JOIN A MEETING ROOM AS ATTENDEE

As Attendee you are able to enter sessions in the Meeting Room and interact with Speakers by TEXT BOX or by LIVE CHAT depending on different kind of live session:

- **TEXT BOX** is located on the bottom of your screen: your questions or comments will be submitted to the Chair in charge. Note that you may need to scroll down the screen to find out the vote box.
- **PUBLIC LIVE CHAT** if available is a pop-up bar located on the upper left of your screen

An **IT Director** is always available during the live session to support you via the TEXT BOX located on the bottom of screen or via LIVE CHAT if available, on upper left of the screen.

During some specific session, attendee will be enabled to vote if having the acquired right to do it: vote has to be submitted when required by using the **VOTE PANEL** located on the bottom of screen. Note that you may need to scroll down the screen to find out the proper box appearing.

NETIQUETTE FOR THE LIVE SESSION

Before joining a meeting, please be so kind to:

- check a stable web connection;
- check your equipment and relative efficiency on digital platform;

During the live meeting, please be so kind to:

- mute your microphone and camera during the panellist speeches
- use TEXT BOX or LIVE CHAT if available to submit your question or comment

We wish you to enjoy a pleasant and interesting IIW2020 Annual Assembly.