Asian Technology Conference in Mathematics An enjoyable and instructive conference

You will be using the Zoom teleconferencing software for the virtual ATCM 2021 (<u>http://atcm.mathandtech.org</u>) during December 13-15, 2021, GMT-5 time zone. There is a small plugin called the Zoom Client for Meetings that you need to install on your computer before joining a Zoom on-line meeting. The installer will automatically run and self-install the first time you try to join a meeting, but it is advisable to install it BEFORE the conference date.

To access Zoom the first time:

- Go to <u>https://zoom.us</u>
- Within the **Resource** menu, click "**Download Zoom Client**" The download button also appears at the bottom of the page (Download → Meetings Client)
- Within the Download Center, download and install "Zoom Client for Meetings"

To join a meeting room:

- Open the Zoom app
- Select "Join a Meeting"
- Enter the meeting ID and passcode (which will be distributed to registered participants or invited guests by the session speaker by November 20). *We may have different rooms for different sessions so check the meeting ID carefully.*
- In the second box, enter your display name
- Click "Join" and wait for the host to let you in

Please note that joining a meeting does NOT require an account or paid license. Participants can use a free version of Zoom. You may log in if you already have an account, but it is not necessary.

Suggestions

- You will want to test your speaker and microphone prior to our first meeting.
- Please make sure your webcam is operating properly.
- You should switch off the microphone while the other person is presenting.
- If you are the speaker for the session, please identify yourself to the Chair before the session starts.