

## Hokkaido University Engineering PhD Student Forum 2024 – Manual for speakers and audience –

Engineering PhD Student Forum hokudai\_d\_forum@eng.hokudai.ac.jp

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3.1 How to ask questions

- 3.2 Access the questions page of Slack from the home page
- 3.3 Permanent question page(Slack)
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Topic: Hokkaido University Engineering PhD Forum Time: Dec 5, 2023, 09:00 AM Osaka, Sapporo, Tokyo

Join the Zoom meeting

https://us02web.zoom.us/j/83501926872?pwd=qgKc9p2tb6VxT9wasmcNgbpbIIHsdU.1 Meeting ID: 835 0192 6872 Passcode: 341359



### Location Map



#### <Reception location>

- Northern Cafeteria
- <u>https://maps.app.goo.gl/4W</u>
   <u>zKVvG4NnTefkDj9</u>

#### <Poster Location>

- Second Floor of Frontier Research in Applied Sciences Building
- <u>https://maps.app.goo.gl/zck</u>
   <u>Fm7fHsGH4fHsMA</u>



Date	Working item	Publication Method	Place of Q&A
Nov. 25	予稿集公開	Slack Home Page	Slack
Dec. 6	Forum	Slack Zoom	Slack Zoom (Breakout room) Face to Face (Poster venue)
later		Slack	Slack



## 1.2 How to join Slack

How to join Slack

Once you have registered to participate in the Hokkaido University Engineering PhD Student Forum 2024 (confirming your intention to participate by e-mail or other means and completing other procedures), the Executive Committee will register you on Slack for 2024 発表チャンネル. Upon registration, you will receive an email as shown below. Please click "Join Now" and follow the instructions on the screen so that you can access Slack.





## 1.3 Change your display name on Slack and Zoom

Change your profile
Please change your name in Slack and Zoom as follows.

#### (Slack)

1. From your desktop, click your profile picture in the upper left corner (or in the sidebar).

2. Select "Profile" to open your profile and click "Edit profile".

#### (Zoom)

1. Select "Participants", located in the bottom toolbar of the meeting window.

2. Hover over your name and select "More".

3. Click 'Rename".





## 1.4 Location of the proceedings and presentation movies

Location of the proceedings and presentation videos

All presenting students participating in the Doctoral Forum are requested to contribute a preliminary draft (one page of A4 paper) in advance. The program and proceedings will also be posted on the "Hokkaido University Engineering Doctoral Forum 2024" channel in Slack and on the Hokkaido University Engineering Doctoral Forum 2024 website.



The "Hokkaido University Engineering Doctoral Forum 2024" channel in Slack will guide you to the proceedings and presentation videos for each presenter, as shown on the left.



## 2. 1 Schedule for the forum

当日の流れの例			
	セッション①		
13:00~13:10	Aさん:発表視聴		
13:10~13:15	Aさん:Zoomでいただいた質問への回答		
13:15~13:25	Bさん:発表視聴		
13:25~13:30	Bさん:/Zoomでいただいた質問への回答		
13:30~13:40	Cさん:発表視聴		
13:40~13:45	Cさん:Zoomでいただいた質問への回答		
13:45~13:55	Dさん:発表視聴		
13:55~14:00	Dさん:Zoomでいただいた質問への回答		
14:00~14:10	Eさん:発表視聴		
14:10~14:15	Eさん:Zoomでいただいた質問への回答		
14:15~14:30	(予備)		
セッション2			
14:00~	•••		

#### ■Each session

- There will be one session for five people. (90 mminuites)
- We will watch a 10-minuite presentation and 5-minuite Q&A.
- Three breakout room will be prepared.
- The presentation will be recorded and distribute the video via Slack next day..

#### ■Answers to questions

- After watching the presentation, there will be <u>10 minutes</u> <u>to answer questions.</u>。
- Please ask question on Zoom.
- After watching the on-demand video, you may ask questions on Slack.
- See 3.2, 3.3 and 3.4 for details on how to ask on Slack.



## 2.1 Schedule for the forum (Online presentation image)

会場イメージ(各セッションの配信イメージ)

・カメラ3台、同時並行で順番にポスターを回る。カメラが回って来た時は、Zoom経由の質疑応答優先。
 ・ポスター発表の様子を録画しておき、オンデマンド配信にも対応。





## 2.2 Schedule for the forum (Face-to-Face presentation)



■Each session

- 90 minuites for 1 session
- When your online presentation time arrives, please make your Zoom presentation a priority!

∎Poster

- A0 size is recommended.
- Please set up the posters at least 10 minutes before the start of the session
- For the student on session 1, please set up the poster during 9:00 ~ 9:20

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## 3.1 質問方法

#### Main method of asking quesions: **Zoom**

- If you have any questions, please post your questions in the Zoom chat. The breakout room administrator will read it out and pass it on to the presenter.
- If you want to ask question orally, please use the raise your hand feature in Zoom. The breakout room administrator will ask you to raise your hand, turn on the microphone, and ask your question.
- Basically, questions from the chat will be given priority.

- How to ask question after presentation: Slack
- After watching the video on Zoom, you can still ask questions on Slack.
- See 3.2 and 3.3 for instructions on how to access the question location on Slack, and 3.4 for instructions on how to ask a question on Slack.



### 3.2 Access the questions page of Slack from the home page

- Access the questions page of Slack 2
  - Access the following website
    - https://f3.eng.hokudai.ac.jp/hdf2024.html
  - Scroll down and click on the "slack" link for the presentation you wish to ask a question about.

時間	発表タイトル
9:00	開会式、slackやzoomの使用方法について
9:15	3次元流体構造連成による遷音速フラッター解析 <mark>【slack】</mark> 【発表動画】
9:22	光学式角度センサを用いた回折スケール格子のピッチ偏差計測分解能向上に関する研究 【slack】 【発表動画】
9:29	小型衛星用推進系の低圧環境下推力取得に向けた高空燃焼試験設備の設計開発 【slack】 【発表動画】
9:36	光干渉リソグラフィの「その場」観察に関する研究 【slack】 【発表動画】
9:43	液体酸素を酸化剤とする安定燃焼の高圧環境下における燃焼特性 【slack】 【発表動画】
09:50	ブレイクアウトセッション(25分)

#### ■ Main question method: Slack

Please use Slack to describe your questions mainly.



# **STEP1**

Move the mouse cursor over the area where you want to ask a question, and several icons will appear in the upper right corner. If you touch the symbol, "Reply in thread" will appear.

![](_page_13_Picture_6.jpeg)

![](_page_14_Figure_1.jpeg)

After performing STEP 1, the "Thread" column will appear as shown on the right side of the figure

![](_page_14_Picture_4.jpeg)

![](_page_14_Picture_5.jpeg)

![](_page_15_Figure_1.jpeg)

Fill out the reply form with your question

![](_page_15_Picture_5.jpeg)

![](_page_16_Figure_1.jpeg)

When you have completed entering your question in the reply form, as shown in the figure on the left, touch the mark to display "Send message" and click on it.

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![](_page_16_Picture_5.jpeg)

![](_page_17_Figure_1.jpeg)

If your question is displayed as shown in the lower right of the figure, you have completed the process. When you receive a reply, you will usually receive a notification. If you have turned off notifications, you can check if a reply has been received from the thread shown in the upper left of the figure.

![](_page_17_Picture_5.jpeg)

![](_page_18_Figure_1.jpeg)

Reception Schedule
Location : Northern Cafeteria

- 16:00 ~ : Doors Open
- 17:00 ~ 19:00: Reception

![](_page_18_Picture_7.jpeg)

If you have any questions, please contact us.

# 00\_実行委員会への問い合わせ先(Contact the committee)

Please send them within these channels.

Or email address below

hokudai\_d\_forum@eng.hokudai.ac.jp

![](_page_19_Picture_6.jpeg)