For chairperson in Rooms (Zoom)

10 min. before
   Log into the assigned Room via the “Login page” [1].
   Presenters test the connection in advance.

Talk session
   Bell is rung by Timekeeper.
      Invitees talk
         1st bell : 20 min (5 min left)
         2nd bell : 25 min (Finish and discussion starts)
         3rd bell : 30 min (End)
      Contributors talk
         1st bell : 7 min (3 min left)
         2nd bell : 10 min (Finish and discussion starts)
         3rd bell : 15 min (End)

Discussion
   Chair picks questioner.
   Chair closes talk if 3rd bell rings.
Click “Login page”

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Click “Date button” to choose date

Click “Room A ~ E” to enter