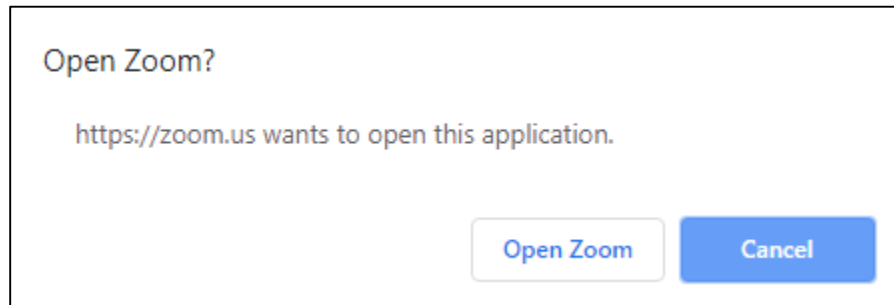# 7th Neurological Disorders Summit

July 18-21, 2022 | San Francisco, CA

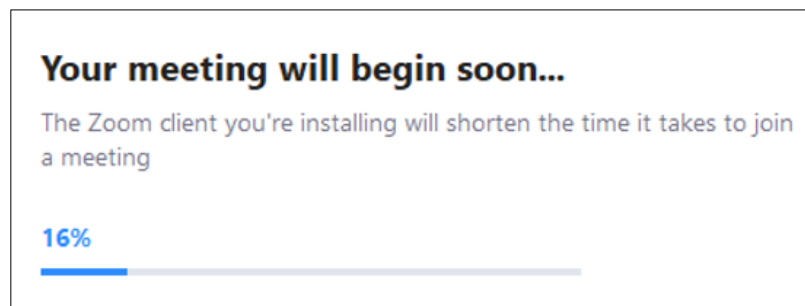## NDS-2022 Virtual Sessions – Zoom Panelist Guide

Getting Started & Zoom Installation

During the conference days (July 18-21), **please open the email** which you have **received from zoom as a panelist** & "Click Here to Join" link to join the live sessions in main meeting room.
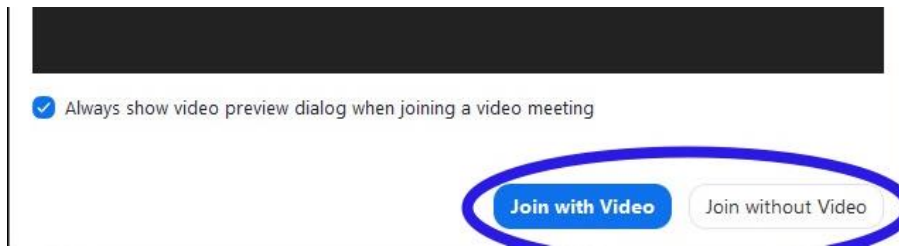
This will open-up your default web browser and take you to the launch page for the event. If you already have the Zoom app installed on your computer, you can simply click the "Open Zoom Meetings" button on the dialog that pops up on your screen. We highly recommend using the Zoom App whenever possible instead of the web browser-based version of Zoom.

Open Zoom?

https://zoom.us wants to open this application.

Open Zoom   Cancel

If not, your computer may open a save dialog, or install the software automatically depending on your browser preferences. This will either save the application install file to your default Downloads folder or open a save dialog where you can choose the folder to save it to. Click the icon to open the installation file.

Your meeting will begin soon...

The Zoom client you're installing will shorten the time it takes to join a meeting

16%

Next you will be prompted with a window to share your video. Click the "Join with Video" button if you're ready to share your video. If not, you can join without video and enable it later.

After that you'll be prompted to connect your audio. Click on the "Join with Computer Audio" button in the dialog box.
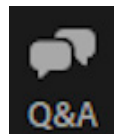

<u>During the Meeting</u>

Audio – Except for the chairman/moderator and the speaker, all attendees' microphones will be muted by the host. Please unmute your audio when you're presenting or answering a question directed at you from the chair.

Video – Please turn on your video during your presentation for the best audience experience.
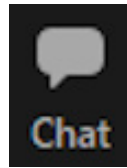

Q&A – The audience will not be able to speak during the session so they must ask questions in the "Q&A" feature. The chair will manage audience questions and verbally direct them to the presenting speaker after the talk. The Q&A box is shown below in the middle of the screen.

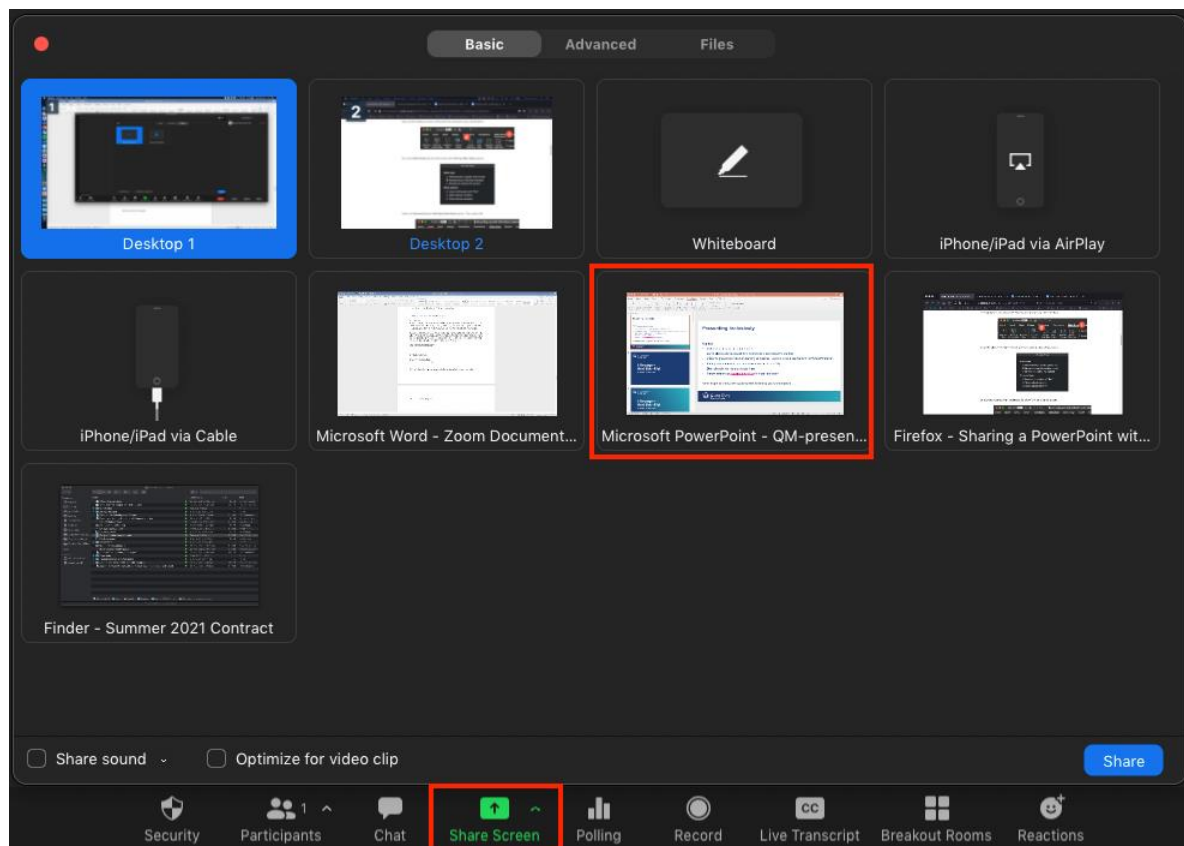Panelists should submit their questions in "Chat" box as they don't have an option post it in Q&A.
Chat – All participants and attendees will be able to use the "Chat" feature. You can send a message to "All Panelists," "All Panelists and Attendees," or you can send a direct message to someone by name. The chat box is shown below on the right side of the screen.

To direct your question, tag the speakers name to the questions as you submit them to the chat (e.g., For Dr. Will Torres – Question 1).

Share Screen – The presenting speaker will share slides during the allotted presentation time.
- Open Slides - Before the session begins, please have your slide deck open.
- Select Application/Slides to Share –
- When you're ready to share your slides, click the green "Share Screen" option, select your slide deck, then click the blue "Share" button in the bottom right corner, as shown above.
- Stop Sharing – Once your presentation is complete, please select "Stop Share" in the upper toolbar of your slide screen.

Recording: The session will be recorded for training purpose and some for the video library. If you don't want your presentation to be recorded, please inform us. If you have trouble in login or any technical issues, please write to sswarup@uniscigroup.net or call us at 469-854-2281.

Meeting Links

Zoom Meeting link for NDS-2022 Main Room Sessions

All speakers registered for NDS-2022 will receive a panelist Zoom webinar email (dated July 18, 2022) which will contain a link to join the meeting.

During the conference days (July 18-21), please open the email & "Click Here to Join" link to join the live sessions in main meeting room.

Zoom Meeting link:
Meeting: 7th Neurological Disorders Summit | July 18-21 | NDS-2022
Time: Jul 18-19, 2022, 08:20 AM Pacific Daylight Time (GMT-7), (San Francisco)
     Jul 20-21, 2022, 07:20 AM Eastern Daylight Time (GMT-4), (Boston time)

Join Zoom Meeting
https://us06web.zoom.us/j/81361558338?pwd=a1dpMi9BTW5ZZWZ2WTgvZXRGUjBWQT09

Meeting ID: 813 6155 8338
Passcode: 626188