

Oral Session chairs and remote presenters instructions:

- Sessions zoom link are programmed with extra time (15min.) before and after (15min.) the session.
- All the sessions are programmed with waiting room via a Zoom link.
- One volunteer will act as administrator and manage the beginning of the session in Zoom.
- Volunteer will be available in the room session 30 minutes before the session starts.
- Remote presenters should connect via a Zoom link to the session 10 minutes before the session starts they will be allocated in the waiting room until the volunteer will accept them to join the session.
- **IMPORTANT:** Remote presenters should identify themselves in Zoom with complete **First name** and **Family name**
- Volunteer will have a list of First name and Family name of remote presenters to check and accept them in the session.

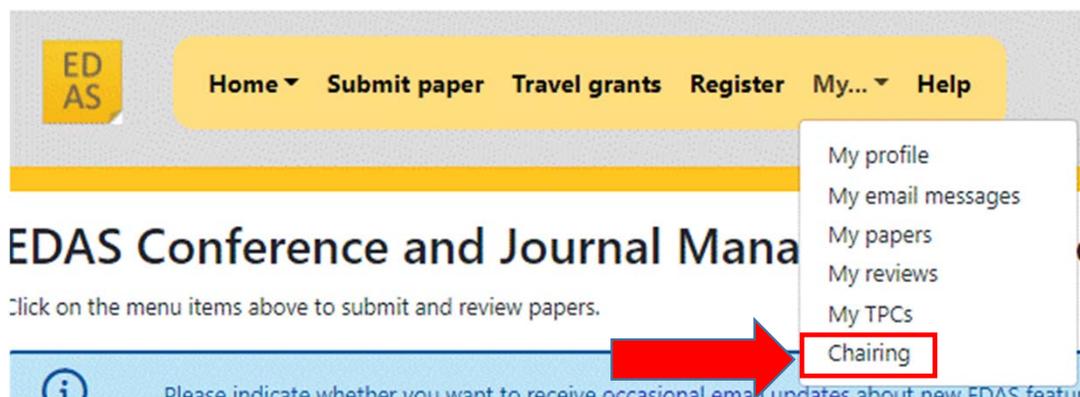
- Please Session chairs, enter in EDAS in “Chairing” and go through each paper of your session to check who will present remotely.
- Send by email the Zoom links that you just received informing them the following important points:
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Oral Session chairs instructions:

➤ Go to: <https://www.edas.info/>

Step 1:



EDAS

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- Chairing**

Step 2: Click on each paper of your session



EU CAP 2022	A19 (Aircraft antennas)	<ul style="list-style-type: none">Equiangular Spiral Antenna Design Embedded in a Launcher Fuselage for S-Band CommunicationsHorizontally Polarized Antenna Array for an Airborne Ka-PolInSAR System"Self-Adaptive" Antenna That Can Maintain Its Beam Direction Irrespective of Device OrientationRadial Line Patch Array Antenna with Enhanced Circularly Polarized Beam-Steering Performance for K-Band Fixed Radio LinksLow Cost Active Phased Array with Switchable Circular Polarization in Ka Band for SATCOM Application	Tue Mar 29, 16:40 until 18:20	La Paz	José Manuel Fernández González (Universidad Politécnica de Madrid, Spain) Alicja Schreiber (German Aerospace Center, Germany)
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#338 (1570770231): *Equiangular Spiral Antenna Design Embedded in a Launcher Fuselage for S-Band Communications*

Step 3:



Property	Change	Add	Value																																			
2022 16th European Conference on Antennas and Propagation (EuCAP) - 1. REGULAR SESSION PAPERS																																						
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Valid files?		<input type="checkbox"/>	<input checked="" type="checkbox"/>																																			
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Presenter(s)		<input type="checkbox"/>	Sergio Garcia																																			

If in “RemotePresentation” you have that means that the presenter will do a remote presentation

Step 4: Check the name of the presenter and send her/him an email with the zoom link of the session:

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Step 5: Send the remote presenter, the following email:

Dear Speaker,

As you indicated on EDAS, you intend to remotely present your paper in the oral session
“**PUT HERE THE NAME OF THE SESSION**”.

Please connect via the following Zoom link 10 minutes before the session starts.

“**PUT HERE THE ZOOM LINK WE JUST SENT YOU**”

IMPORTANT:

- You will be allocated in the waiting room until the volunteer will accept you to join the session.
- **IMPORTANT:** Remote presenters should identify themselves in Zoom with complete **First name** and **Family name**.





Session chairs instructions: During your session

- During your session, if the speaker is indeed not present, the session chairs can directly play the video which was uploaded to EDAS using the following link of the web program:

<https://edas.info/web/eucap2022/program.html>

IMPORTANT:

- The session chair should know their username and password for EDAS to have access to the videos.

