



## Virtual Chair and Zoom

IJCAI-PRICAI2020 will take place in a virtual venue designed by [Virtual Chair](#) on the gather.town platform. While a lot of the conference program will take place in the virtual venue, some events like workshops and tutorials will take place in Zoom to take full advantage of the high level screen share settings that Zoom offers.

To get some insight into how the virtual platform works, watch our Intro Video:

<https://video.virtualchair.net/VirtualChairIntroVideo>

The Zoom meetings for the Tutorials and Workshops will be integrated into different rooms of the virtual venue. Use the calendar function to find the correct room, take a seat in the room so as not to crowd the entrance and press 'X' on your keyboard to join the Zoom meeting. By joining Zoom from our Virtual Chair platform, you automatically become a "ghost" in the venue space and are now unable to be interrupted while in your Zoom webinar. After the meeting is over or during a break, you will be able to return to the Virtual Chair platform for socializing with other attendees.

See more on how to navigate the virtual venue and Zoom on our help page:

<https://www.virtualchair.net/zoom>

## How to present in a Zoom meeting

For Tutorials and Workshops at IJCAI-PRICAI2020

If you are presenting during a workshop or tutorial, the organizer/volunteer will spotlight you upon entrance and mute all other participants. Your video and audio will be visible to the audience, and you will be able to see if there is a question in the Chat.

If you would like to do a personal Q&A where people ask you directly, you can tell them to unmute themselves. Otherwise they are being asked to keep themselves muted.

You will be able to share a presentation via screen share. If you choose to share a video that includes audio, make sure to click the boxes that say 'share computer audio' and 'optimize screen share for video clip'. Learn more about how to share your screen in Zoom from this website:

<https://support.zoom.us/hc/en-us/articles/201362153-Sharing-your-screen-content-or-second-camera>

For questions contact Virtual Chair Helpdesk at [ijcaihelpdesk@virtualchair.net](mailto:ijcaihelpdesk@virtualchair.net)