IMMC 2022 中華區答辯指南

1. 因應新冠肺炎疫情風險和受到公共衛生情況的影響，IMMC 2022 中華區答辯決賽將採取遙距線上形式，通過視訊會議平臺 Zoom 進行。

   a) 請仔細閱讀附錄"IMMC 2022 答辯賽 Zoom 使用說明"。

   b) 您在 Zoom 會議中的個人顯示名對於簽到查驗和安排答辯非常重要。 請按照附錄"IMMC 2022 答辯賽 Zoom 使用說明"中所述，按要求的格式設置顯示您的參加者顯示名。

   c) 請按照附錄中的指引加入會議，以便您可以在進入等候室之前編輯顯示名。 顯示名對於在等候室簽到查驗至關重要。

   d) 如果當地的公共衛生情況允許，團隊成員可以共用一台設備以小組方式一起參加會議；團隊的學生成員也可以從各自的設備分別在自己處所單獨參加會議。

   e) 為在 Zoom 平臺穩定且流暢地完成答辯，請確保所處環境的網路穩定、頻寬足夠，並使用個人電腦登錄會議。如果在有接入限額的環境中通過 WiFi 連接，則可以建議其他用戶關閉其 WiFi 連接，以確保您的設備有足夠的頻寬參與會議。

   f) 請謹慎保管加入 Zoom 會議 ID 和密碼的資訊，請勿將其傳遞給團隊以外其他任何人。

2. 答辯流程

   第一日（中華賽）

   時間：2022年4月22日，星期五 （簽到時間8：15am，活動開始時間8：30am)

   第二日（國際賽中華區）

   時間：2022年4月23日，星期六 （簽到時間8：15am，活動開始時間8：45am)

<table>
<tr><td colspan="8" align="center">2022 年 4 月 22 日流程（中華賽答辯）</td></tr>
<tr><td align="center">時間</td><td colspan="3" align="center">場地</td><td align="center">活動</td><td colspan="3" align="center">參與者</td></tr>
<tr><td>8:15am-8:30am</td><td colspan="3">IMMC Zoom 等候室</td><td>簽到</td><td colspan="3" rowspan="2">中華賽及國際賽所有答辯團隊成員，指導教師，主辦機構代表，評審，嘉賓及工作人員</td></tr>
<tr><td>8:30am-9:00am</td><td colspan="3">IMMC Zoom 會議室</td><td>開幕式</td></tr>
<tr><td colspan="4" align="center">答辯</td><td colspan="4" align="center">並行工作坊</td></tr>
<tr><td align="center">時間</td><td align="center">場地</td><td align="center">活動</td><td align="center">參與者</td><td align="center">時間</td><td align="center">場地</td><td align="center">活動</td><td align="center">參與者</td></tr>
<tr><td>9:00am-10:30am</td><td>IMMC Zoom 會議室</td><td>A 組團隊答辯（上半場）</td><td>僅 A 組團隊，評審及工作人員</td><td rowspan="3">9:15am -10:30am</td><td rowspan="3">HKU Zoom 會議室</td><td rowspan="3">教師及學生工作坊</td><td rowspan="3">B 組及國際賽團隊</td></tr>
<tr><td>10:30am-10:45am</td><td>參與者本地處所</td><td>答辯茶歇</td><td>A 組團隊及評審</td></tr>
<tr><td>10:45m-12:30pm</td><td>IMMC Zoom 會議室</td><td>A 組團隊答辯（下半場）</td><td>僅 A 組團隊，評審及工作人員</td></tr>
</table>

時間	場地	活動	參與者	時間	場地	活動	參與者
午餐（12:30pm-2:00pm）							
2:00pm-3:30pm	IMMC Zoom 會議室	B 組團隊答辯（上半場）	僅 B 組團隊，評審及工作人員	2:15pm - 3:30 pm	HKU Zoom 會議室	教師及學生工作坊	A 組及國際賽團隊
3:30pm-3:45pm	參與者本地處所	答辯茶歇	B 組團隊及評審				
3:45pm-6:00pm	IMMC Zoom 會議室	B 組團隊答辯（下半場）	僅 B 組團隊，評審及工作人員				

2022 年 4 月 23 日流程（國際賽答辯）			
時間	場地	活動	參與者
8:15am-8:45am	IMMC Zoom 等候室	簽到	所有答辯團隊成員，指導教師，主辦機構代表，評審，嘉賓及工作人員
8:45am - 8:50 am	IMMC Zoom 會議室	歡迎詞	

答辯				並行工作坊			
時間	場地	活動	參與者	時間	場地	活動	參與者
8:50am-10:30am	IMMC Zoom 會議室	A 組團隊答辯（上半場）	僅 A 組團隊，評審及工作人員	9:15am - 10:30 pm	HKU Zoom 會議室	教師及學生工作坊	B 組及中華賽團隊
10:30am-10:45 am	參與者本地處所	答辯茶歇	A 組團隊及評審				
10:45am-12:30pm	IMMC Zoom 會議室	A 組團隊答辯（下半場）	僅 A 組團隊，評審及工作人員				
午餐（12:30pm-2:00pm）							
2:00pm-3:30pm	IMMC Zoom 會議室	B 組團隊答辯（上半場）	僅 B 組團隊，評審及工作人員	2:15pm - 3:30 pm	HKU Zoom 會議室	教師及學生工作坊	A 組及中華賽團隊
3:30pm-3:45pm	參與者本地處所	答辯茶歇	B 組團隊及評審				
3:45pm-6:00pm	IMMC Zoom 會議室	B 組團隊答辯（下半場）	僅 B 組團隊，評審及工作人員				
閉幕							

*A 組包括答辯順序為 1-13 的團隊。他們被安排在上午答辯。B 組，即第 14-26 名答辯的團隊將在下午答辯。

*包括 B 組團隊在內的其他人,在 A 組答辯期間不允許參加答辯會議,反之亦然;不在本時間段答辯的團隊被邀請參加同時舉辦的 Zoom 工作坊。

3. 答辯語言為雙語，可以使用中文，也可以使用英文。

4. 需準備答辯 PPT（中英文皆可），報告時間 8 分鐘，問答時間 8 分鐘，每個環節都實施雙語政策（如果專家提問為英文，建議英文作答；如果提問為中文，建議中文作答）。

5. 答辯內容是對入選答辯決賽所提交論文工作的報告與答辯。團隊指導老師不參與答辯，可在答辯前指導。

6. 不參加上午或下午答辯的團隊被邀請參加由香港大學同時間主辦的工作坊。 工作坊主題和演講者如下（以英文為主）：

2022 年 4 月 22 日 IMMC 2022 答辯工作坊			
	時間	講者	主題
上午	9:15am - 10:30 pm	主持人：郭永鴻 博士 工作坊講者：吳國寶 教授	1. 香港大學工程學院簡介 2. 數學在人工智慧和機器學習中的應用
下午	2:15pm - 3:30 pm	主持人：郭永鴻 博士 工作坊講者：台雪成 教授	1. 香港大學工程學院簡介 2. 數學和圖像處理
2022 年 4 月 23 日 IMMC 2022 答辯工作坊			
	時間	講者	主題
上午	9:15am - 10:30 pm	主持人及工作坊講者：郭永鴻 博士	1. 香港大學工程學院簡介 2. 工業工程：當數學建模遇到數據科學
下午	2:15pm - 3:30 pm	主持人：郭永鴻 博士 工作坊講者：張江文 博士	1. 香港大學工程學院簡介 2.常微分方程 (ODE) 模型在生物學中的應用

7. 中華區域賽答辯順序於 2022 年 4 月 12 日 20:00 開始在微信群（WeChat）抽籤決定，以"搶紅包"形式先到先抽。請每個團隊指派一位指導教師于 2022 年 4 月 12 日 00:00 前掃以下二維碼進群抽籤。

IMMC2022 中华赛答辩抽签群

該二維碼 7天內 (4月13日前) 有效，重新進入將更新

8. 國際賽中華區答辯順序於 2022 年 4 月 12 日 20:30 開始在微信群（WeChat）抽籤決定，以"搶紅包"形式先到先抽。請每個團隊指派一位指導老師于 2022 年 4 月 12 日 00:00 前掃以下二維碼進群抽籤。

9. 請各答辯團隊指導教師於 2022 年 4 月 14 日或之前交回 IMMC 秘書處（immc_sec@126.com）貴團隊出席答辯活動的回執（Reply Sheet），並將郵件抄送至 esther.immc@gmail.com。

10. 線上 Zoom 答辯測試將安排在 2022 年 4 月 20 日 12:00 noon - 1:30 pm（中華賽），以及 2020 年 4 月 20 日 6:00 pm- 7：30 pm（國際賽）。每個團隊都有 5 分鐘的測試時間。測試項目包括：加入會議，音訊，視頻和螢幕共用。 測試順序以加入 Zoom 測試會議室順序為准。**請使用測試過的相同設備和網路進行答辯。**

11. 請在 2022 年 4 月 21 日中午 12:00 前將答辯 PPT 發至 IMMC 秘書處（immc_sec@126.com）。

附錄：

IMMC 2022 答辯決賽 Zoom 使用說明

因應新型冠狀病毒肺炎疫情，大中華區 IMMC 2022 決賽答辯將通過 Zoom 平臺線上舉行。 以下是在比賽中使用 Zoom 的規則和簡要說明。

1. 為了答辯順利，建議您使用可攜式個人電腦或桌面個人電腦（而不是手機或平板電腦）參加答辯。 在參加答辯會議之前，強烈建議您預先從 Zoom 下載中心下載 Zoom 會議用戶端。（來自香港、澳門和臺灣的用戶請從 https://zoom.us/download 下載）

2. 請使用以下會議資訊加入 Zoom 線上會議。為保障會議的安全秩序，**除本團隊成員和指導教師外，請勿與他人共享你的會議 ID 及密碼。**

IMMC 2022　中華區域賽答辯決賽		IMMC 2022　國際賽中華區答辯決賽	
日期 & 簽到時	2022 年 4 月 22 日 08:15 AM	日期 & 簽到時	2022 年 4 月 23 日 08:15 AM

間		間	
會議 ID	868 3782 5646	會議 ID	836 9075 4224
會議連結	https://bit.ly/2022FinalPre_GreaterChina	會議連結	https://bit.ly/2022FinalPre_Int
會議密碼	615972	會議密碼	821593

3. 請按照以下步驟加入答辯會議。

    1) 打開 Zoom 桌面用戶端。

    2) 使用下面一種方法加入會議：

- 如果您想在未登錄的情況下參加會議，請點擊"加入一場會議"。

- 登錄 Zoom，然後點擊"加入會議"。

    3) 輸入會議 ID，並以以下格式設置您的參加者顯示名稱。如果您已登錄，請更改您的名稱。請務必按照規定格式編輯參加者顯示名稱，以便評審團在答

辯過程中識別您的身份。 如果沒有按要求的格式創建顯示名稱，則可能導致您無法被識別並不被允許加入會議室。

> ### 參加者顯示名格式：
>
> **所參加的比賽（中華賽為 GC 或國際賽為 Int）- 答辯次序 – 控制號或全名 – 身份（老師為 T 或學生為 S）**
>
> 例 1. 如果國際賽團隊的學生通過一個設備以小組形式一起參加答辯，則團隊的顯示名稱（如 18 號，控制號為 IMMC22123456）應採用以下格式：
>
> **Int-18-IMMC22123456-S**
>
> 例 2. 如果團隊的學生分別用不同設備加入，例如國際賽第 18 隊學生陳小文（Siu Man CHAN）的顯示名稱應採用以下格式：**Int-18-SiuMan CHAN-S**
>
> 例 3. 中華賽第 18 團隊的老師陳大文（Tai Man CHAN）的顯示名稱應採用以下格式：**GC-18-TaiMan CHAN-T**

4) 選擇連接音訊和/或視頻，然後點擊"加入"。 我們建議您準備適當的音訊和視頻設備，以便您可以成功地進行答辯

4. 答辯會議中

4.1 共享螢幕（請點擊以下超連結獲取詳細資訊）

- 我如何分享螢幕？
- 共享 PowerPoint 演示文稿
- 在共享螢幕期間共享電腦聲音
- 在共享螢幕期間切換視窗
- 更多分享選擇

4.2 在開始您的答辯彙報之前，請仔細檢查您的視頻和音訊設備並確保話筒和攝像頭未關閉.

4.3 報告時間嚴格限制為 8 分鐘，另外 8 分鐘用於問答。 **在 8 分鐘的演示過程中，3 分鐘倒計時提醒和 1 分鐘倒計時提醒會通過聊天或字幕方式發送至團隊。 IMMC 工作人員會以口頭形式建議該小組在時間結束時停止比賽。**

- 聊天功能（群聊或私聊）

- 如何設置會議字幕

    1) 在會議中，可以啟用字幕。在控制器上，您會看到 CC 出現在設置圖示上。
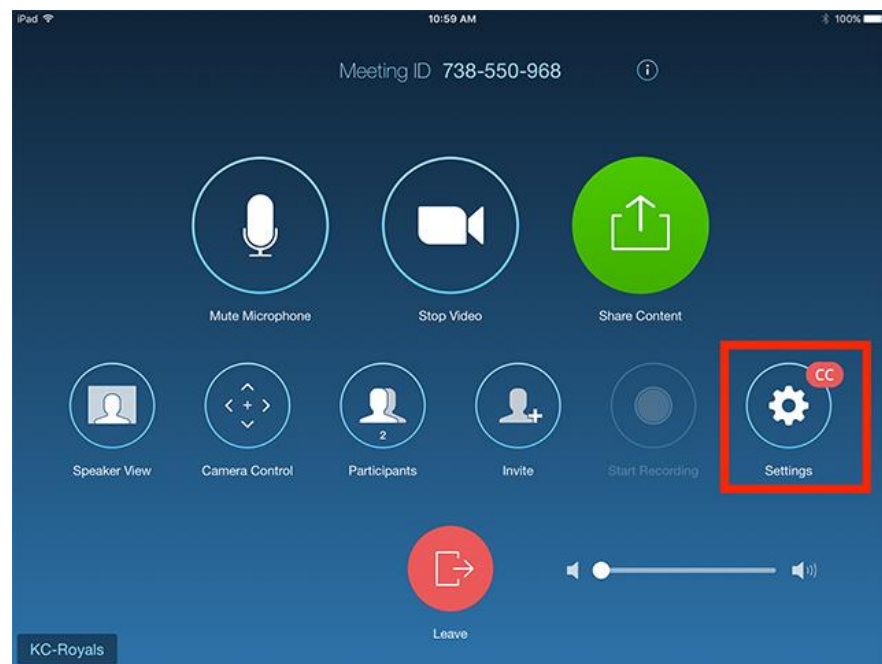
    2) 单击设置，然后启用字幕。
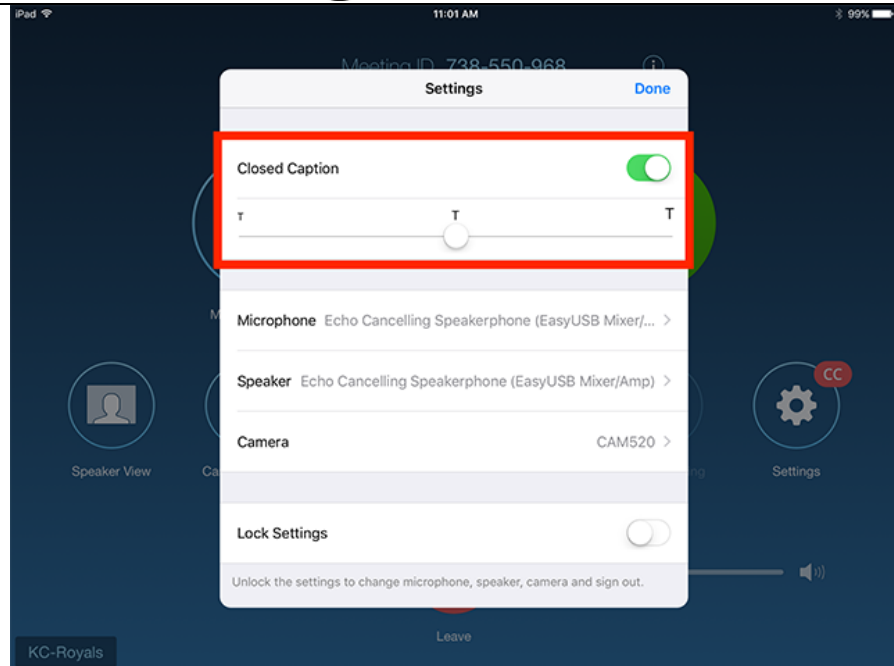
3)　字幕將顯示在 Zoom 顯示幕上。您可以調整文字大小。

5.　線上會議的其他要求/建議。

5.1 您如果在其他團隊答辯期間有任何疑問，請使用 Zoom 的聊天功能與我們聯繫（與 IMMC 主持人 "私聊"）。

5.2 本團隊報告和問答期間，請啟用視頻和音訊。 其他團隊答辯時，請確保您的話筒靜音。

5.3 如果您當地的公共衛生情況允許小組聚會，則團隊的學生成員可以從一個設備作為一個小組一起參加會議，也可以各自從自己的處所單獨以個人設備參加。

聯絡我們

聯絡人:
謝立強先生，程彬老師，
電話 +852-35211296 傳真 +852-35211297
電郵 esther.immc@gmail.com
中華國際數學建模挑戰賽委員會
香港灣仔摩理臣山道 80-82 號柏餘中心 1202 室

苟青華老師,
電話 +86-18612977899
電郵 immc_sec@126.com
北京朝陽區安立路安慧北裡
國家科技傳播中心
中華國際數學建模挑戰賽委員會北京代表處

Guide for the Online Final Presentation Competition of IMMC 2022 of Greater China

1. Due to the COVID-19 pandemic and for the sake of health and safety, the IMMC 2022 Greater China presentation competition will be held online via the video communications platform, Zoom. (How to use Zoom?)

   a) Please read carefully the instruction on using Zoom described in the Appendix "Instruction for using Zoom participating in IMMC 2022 Final Presentation".

   b) Your display name in the Zoom meeting is very important for checking your identity and arranging the presentation. Please set your display name as required format described in the Appendix "Instruction for using Zoom participating in IMMC 2022 Final Presentation".

   c) Please follow the joining steps in the Appendix to join in so that you can edit the display name before entering the waiting room. The display name will be crucial for checking-in in the waiting room.

   d) The student members of a team can join the meeting together from one device if the local public health situation allows the gathering, or individually from several devices remotely without gathering.

   e) To ensure a stable and smooth presentation on Zoom platform, please use a PC as your device under an environment with enough bandwidth. If you are connecting by WiFi in an environment with limited connection quota, you can suggest other users to turn off their devices' WiFi connections to ensure enough bandwidth for your meeting.

   f) Please keep the information of Join Zoom Meeting ID and Password with yourself only and DO NOT pass to anybody else except for your team members.

2. Rundown of the event

   Day 1 (Greater China Round)
   Date: 22 April 2022(Friday) Admission time 8:15 am; Commencement time 8:30 am
   Day 2 (International Round Greater China Region)
   Date: 23 April 2022(Saturday) Admission time 8:15 am; Commencement time 8:45 am

22nd April 2022							
Time		**Venue**		**Activity**	**Participants**		
8:15am-8:30am		IMMC Zoom Waiting Room		Admission	All Teams of Greater China Round and International Round, Judges, Hosts, Guests, and Staff		
8:30am-9:00am		IMMC Zoom Conference Room		Opening Ceremony			
Presentation				**Parallel workshops**			
Time	**Venue**	**Activity**	**Participants**	**Time**	**Venue**	**Activity**	**Participants**
9:00am-	IMMC	Teams of	Teams of	9:15am -	HKU	Teachers	Teams of

Time	Venue	Time	Venue	Time	Venue	Time	Venue
10:30am	Zoom Conference Room	GROUP A to do presentation (1st half)	GROUP A, Judges and Staff ONLY	10:30am	Zoom Room	and Students workshop	GROUP B and international round
10:30am-10:45am	Local site of participants	Break	Teams of GROUP A, Judges ONLY				
10:45m-12:30pm	IMMC Zoom Conference Room	Teams of GROUP A to do presentation (2nd half)	Teams of GROUP A, Judges and Staff ONLY				
Lunch time（12:30pm-2:00pm）							
2:00pm-3:30pm	IMMC Zoom Conference Room	Teams of GROUP B to do presentation (1st half)	Teams of GROUP B, Judges and Staff ONLY	2:15pm - 3:30 pm	HKU Zoom Room	Teachers and Students workshop	Teams of GROUP A and international round
3:30pm-3:45pm	Local site of participants	Break	Teams of GROUP B and Judges				
3:45pm-6:00pm	IMMC Zoom Conference Room	Teams of GROUP B to do presentation (2nd half)	Teams of GROUP B, Judges and Staff ONLY				
End							

23rd April 2022			
Time	**Venue**	**Activity**	**Participants**
8:15am-8:45am	Zoom Waiting Room	Admission	All Teams, Judges, Hosts, Guests, and Staff
8:45am - 8:50 am	Zoom IMMC Conference Room	Opening Remarks	
Presentation			**Parallel workshops**	
Time	**Venue**	**Time**	**Venue**	**Time**	**Venue**	**Time**	**Venue**
8:50am-10:30am	IMMC Zoom Conference Room	Teams of GROUP A to do presentation (1st half)	Teams of GROUP A, Judges and Staff ONLY	9:15am - 10:30pm	HKU Zoom Room	Teachers and Students workshop	Teams of GROUP B and Regional round

Time	Location	Activity	Participants				
10:30am-10:45 am	Local site of participants	Break	Teams of GROUP A, Judges ONLY				
10:45am-12:30pm	IMMC Zoom Conference Room	Teams of GROUP A to do presentation (2nd half)	Teams of GROUP A, Judges and Staff ONLY				
Lunch time（12:30pm-2:00pm）							
2:00pm-3:30pm	IMMC Zoom Conference Room	Teams of GROUP B to do presentation (1st half)	Teams of GROUP B, Judges and Staff ONLY				
3:30pm-3:45pm	Local site of participants	Break	Teams of GROUP B and Judges	2:15pm - 3:30 pm	HKU Zoom Room	Teachers and Students workshop	Teams of GROUP A and Regional round
3:45pm-6:00pm	IMMC Zoom Conference Room	Teams of GROUP B to do presentation (2nd half)	Teams of GROUP B, Judges and Staff ONLY				
End							

* The group A includes teams with presentation order 1-13. They will be arranged to do presentations in the morning session. Group B, the teams with presentation order 14-26, will be arranged to do presentations in the afternoon session.

*Other people include teams of Group B are not allowed to join the presentation meeting during Group A's presentation time, and vice versa; parallel workshops are arranged for them.

3. The Presentation can be conducted in either Mandarin Chinese or English.

4. Presentation slides (PPT) are required (either Chinese or English). The time for the presentation is strictly limited to 8 minutes with another 8 minutes for Q&A. If the question by judges is in English, the answer in English is suggested; if question in Chinese, answer in Chinese.

5. Your team's presentation is on the submitted solution paper that has been selected into this Final Competition (Greater China Round or International Round). The teacher advisers are not allowed to be part of the presentation; they can give their team guidance before taking the stage.

6. Teams who are not to present in the morning or afternoon session will be invited to attend parallel workshops hosted by the University of Hong Kong. Topics and speakers are listed as below:

IMMC 2022 Workshops on 22nd April 2022			
	Time	**Speaker**	**Title of the Talk**
Morning	9:15 am - 10:30 am	Host: Dr. Yong-Hong KUO Workshop instructor: Prof Michael NG	1. Introduction to HKU and Faculty of Engineering 2. Application of Mathematics in AI and Machine Learning
Afternoon	2:15 pm - 3:30 pm	Host: Dr. Yong-Hong KUO Workshop instructor: Prof Xuecheng TAI	1. Introduction to HKU and Faculty of Engineering 2. Mathematics and Image Processing
IMMC 2022 Workshops on 23rd April 2022			
Morning Session	**Time**	**Speaker**	**Title of the Talk**
Morning	9:15 am -10:30 am	Host and Workshop instructor: Dr. Yong-Hong KUO	1. Introduction to HKU and Faculty of Engineering 2. When Mathematical Modeling Meets Data Science in Industrial Engineering
Afternoon	2:15 pm - 3:30 pm	Host: Dr. Yong-Hong KUO Workshop instructor: Dr. Jiangwen ZHANG	1. Introduction to HKU and Faculty of Engineering 2. Application of Ordinary Differential Equation (ODE) models in Biology

7. The order of the presentation competition of Greater China Round will be decided in a Wechat group by drawing lots at 20:00 April 12th, 2022. Each team should designate a teacher advisor to sign up the lot-drawing Wechat group before 00:00 April 12th 2022 by scanning the QR code below. The form of the lot will be "grabbing lucky money" on the basis of first-come-first-draw.

IMMC2022 中华赛答辩抽签群

该二维码7天内(4月13日前)有效，重新进入将更新

8. The order of the presentation competition of International Round Greater China Region will be decided in

a Wechat group by drawing lots at 20:30 April 12th 2022. Each team should designate a teacher advisor to sign up lot-drawing Wechat group before 00:00 April 12th 2022 by scanning the QR code below. The form of the lot will be "grabbing lucky money" on the basis of first-come-first-draw.

9. Teacher advisor of the team should send back the Reply Sheet to the secretariat at immc_sec@126.com on or before April 14th, 2022.

10. The online Zoom testing will be arranged at 12:00 noon-1:30 pm April 20th 2022 for Greater China Round and at 6:00 pm- 7：30 pm April 20th 2022 for International Round Greater China Region. Each team will have 5 minutes for the testing. The testing items include: joining in, Audio, Video, and sharing screen.

11. Please send your team's presentation slides (PPT) to the secretariat of IMMC before 12:00 noon April 21st 2022 at immc_sec@126.com.

Contact Us
Mr. Erik Tse,　Ms. Esther CHENG
Tel +852-35211296
Fax +852-35211297
Email: esther.immc@gmail.com
IMMC Committee (Zhonghua) Headquarters

Ms. Qinghua Gou,
Tel +86-18612977899
Email: immc_sec@126.com
IMMC Committee (Zhonghua) Beijing Office
National Science & Technology Communication Center
Huizhong Beili, Anli Road, Chaoyang District, Beijing, China

Appendix:

Instruction for using Zoom participating in IMMC 2022 Final Presentation

Due to the spread of the novel coronavirus and for the sake of safety, the Final Presentation Competition of IMMC 2022 of Greater China will be held online via Zoom. The following please find a brief instruction for using Zoom and requirements in the competition.

6. To do a presentation smoothly, you're suggested joining the Presentation event on a laptop or desktop PC instead of a mobile phone or pad. Before joining the Presentation event, you are strongly suggested to download in advance the Zoom APP (Zoom Client for Meetings) from Zoom Download Center.

7. Please use the following meeting information to join the meeting. **Please DO NOT share the meeting ID and password with anybody else except for your team members and teacher advisors.**

The Final Presentation Competitions of IMMC 2022 for Greater China Round		The Final Presentation Competitions of IMMC 2022 for International Round	
Date & Time	Apr 22, 2022 08:15 AM	Date & Time	Apr 23, 2022 08:15 AM
Meeting ID	868 3782 5646	Meeting ID	836 9075 4224
Meeting Link	https://bit.ly/2022FinalPre_GreaterChina	Meeting Link	https://bit.ly/2022FinalPre_Int
Meeting password	615972	Meeting password	821593

8. Please follow steps below to join the meeting.

A. For Windows/Mac users
   1) Open the Zoom desktop client
   2) Join a meeting using one of these methods:
      ● Click **Join a Meeting** if you want to join without signing in.
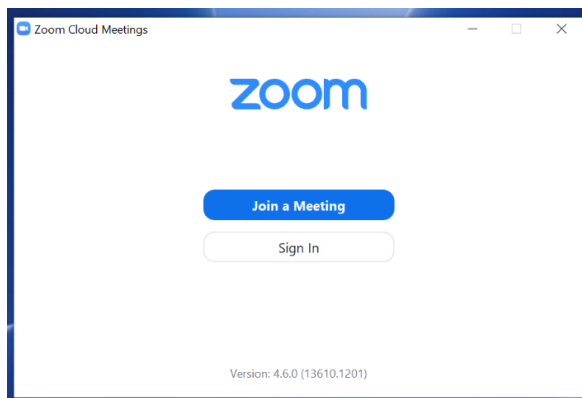
- Sign in to Zoom then click Join.

3) Enter the meeting ID number and set your display name in the following format. It's very important to edit your display name as a required format for jury judges to identify you during the presentation. Failure to create your display name in the required format may result in that you cannot be identified and approved to join the meeting room.

Format of display name:

Competition Round (GC for Greater China Round and Int for International Round)- presentation order – Control No. or Full name – Capacity (T for teacher or S for student),

e.g. 1 If students of the team are joining the presentation together as a group from one device, the display name of the team such as No. 18 of International Round with Control No. IMMC22123456 should be in such format: **Int-18-IMMC22123456-S**

e.g. 2 The display name of International Round Team 18's Student 陳小文 Siu Man CHAN should be in such format: **Int-18-SiuMan CHAN-S**

e.g. 3 The display name of Greater China Round Team No. 18's Teachers Advisor 陳大文(Tai Man CHAN) should be in such format: **GC-18-TaiMan CHAN-T**

4) Select to connect audio and video and click Join. We suggest you to connect proper audio and video equipment so that you can do a presentation successfully.

B. Please visit their official website for the instruction of more systems and devices.

9. During your presentation

9.1 Sharing Screen (please click the following hyperlinks for details)

- Sharing your screen

- Screen Sharing a PowerPoint Presentation

- Sharing Computer Sound During Screen Sharing

- Switching Windows During Screen Sharing

- More sharing choice

9.2 Please double check your video and audio equipment and ensure your speaker and camera is unmuted before starting your presentation.

9.3 The time for the presentation is strictly limited to 8 minutes with another 8 minutes for Q&A. **During the 8 minutes presentation, the team will receive timely reminders twice at the last 3 minutes and the last 1 minute via Chat or Closed Caption. The team will be advised orally by IMMC staff to stop when time is over.**

- In-meeting Chat of Zoom

- How to set Closed Captions for a Meeting

    4) On the controller, you will see CC appear on the settings icon when Closed Captions are available for a meeting.
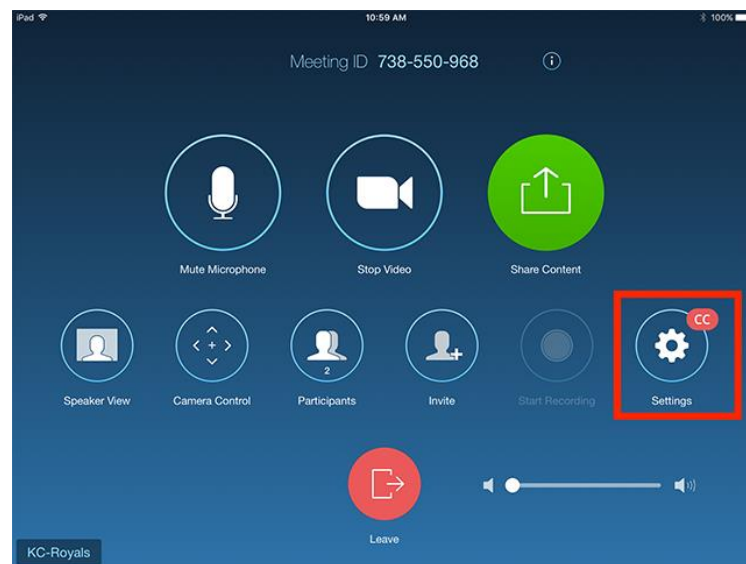
    5) Click on Settings and toggle Closed Caption to on.
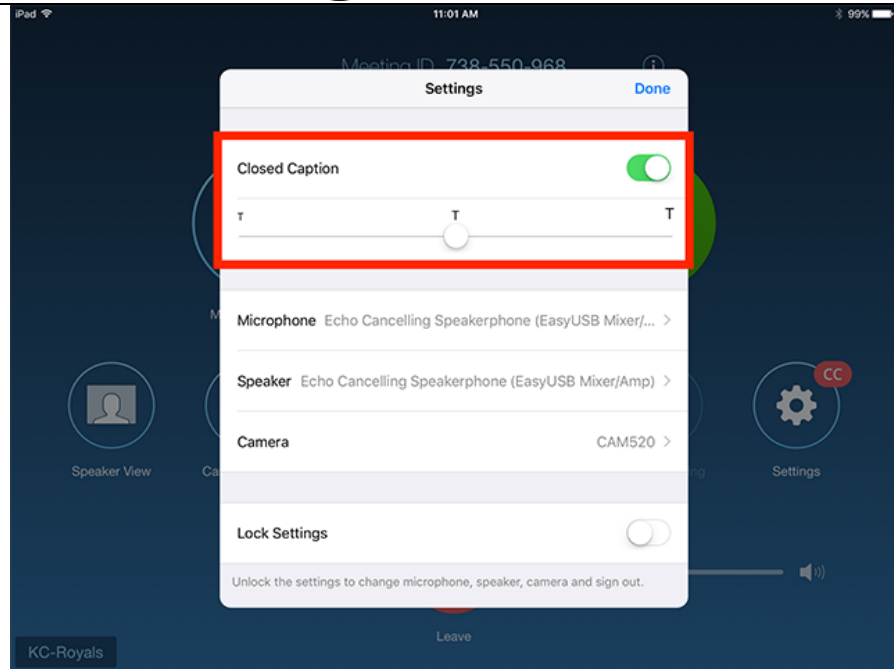
6) You can adjust the text size. Closed Captions will now appear on the Zoom Room display.

10. Other requirements/suggestions during online.

10.1 During the competition, please use the chat function of Zoom to contact us if you have any questions when other teams are giving a presentation.

10.2 During your presentation and Q&A time, please enable your video and audio. Please mute your speaker when you are listening to others' presentation.

10.3 The student members of a team can join the meeting as a group together from one device if group gathering is allowed by your local public health situation, or several devices individually from their own places.