





# MaxEnt2021 Guide

# Joining A Session:

On the main page of the conference's Conftool site click on "Browse Conference Agenda"

**Conference Participation:**

 **Browse Conference Agenda**  
Overview and details of the event program.

 **Information for Session Chairs and Moderators**  
Here you can access details about the sessions moderated, discussed or chaired by you.

General Session Information

**Session Overview**

Date: Monday, 28/June/2021

9:00am - 10:00am	<b>Tech Tutorial 1</b> Virtual location: <a href="#">Webex-Room Tech-Tutorial 1</a> Chair: <b>Sascha Ranftl</b> Chair: <b>Stephan Schmutzler</b> Tech tutorial on virtual venues (Webex and Wonder.me)
6:00pm - 7:00pm	<b>Tech Tutorial 2</b> Virtual location: <a href="#">Webex-Room Tech-Tutorial 2</a> Chair: <b>Sascha Ranftl</b> Chair: <b>Stephan Schmutzler</b> Tech tutorial on virtual venues (Webex and Wonder.me)

Date and time shown in CEST

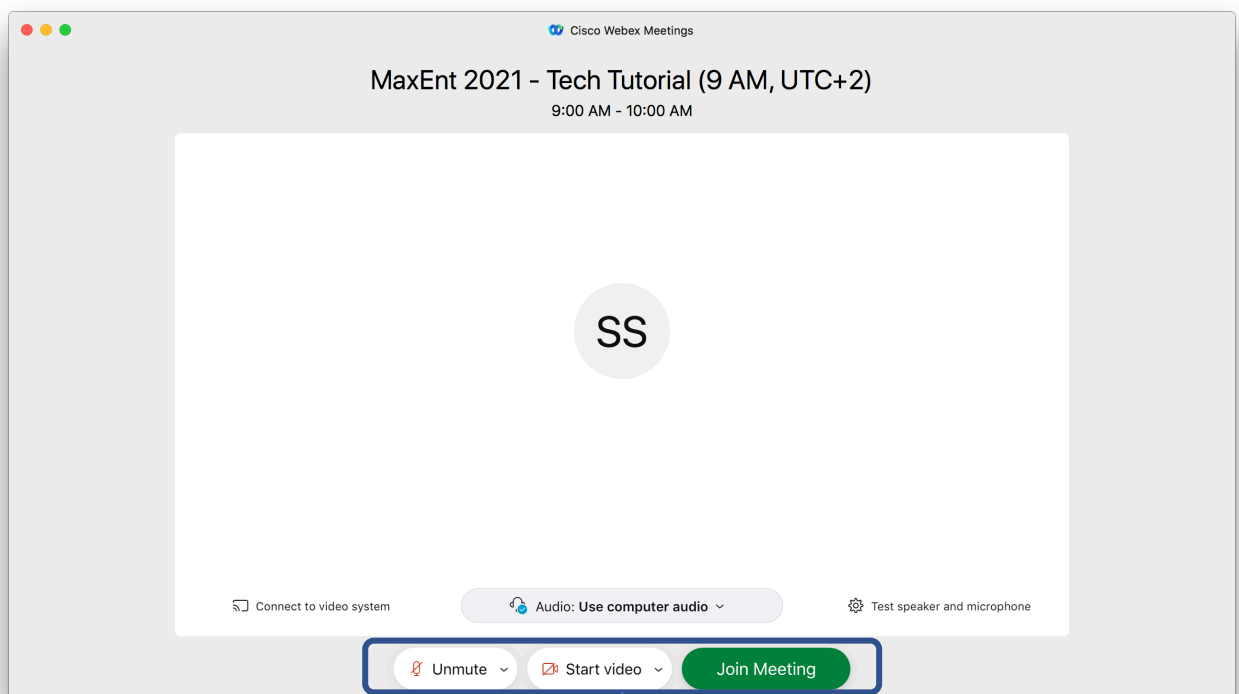
Link to the virtual location. Click here to open the virtual location and join the session.

# Webex:

You can join the Webex sessions via the web app or via a desktop client.

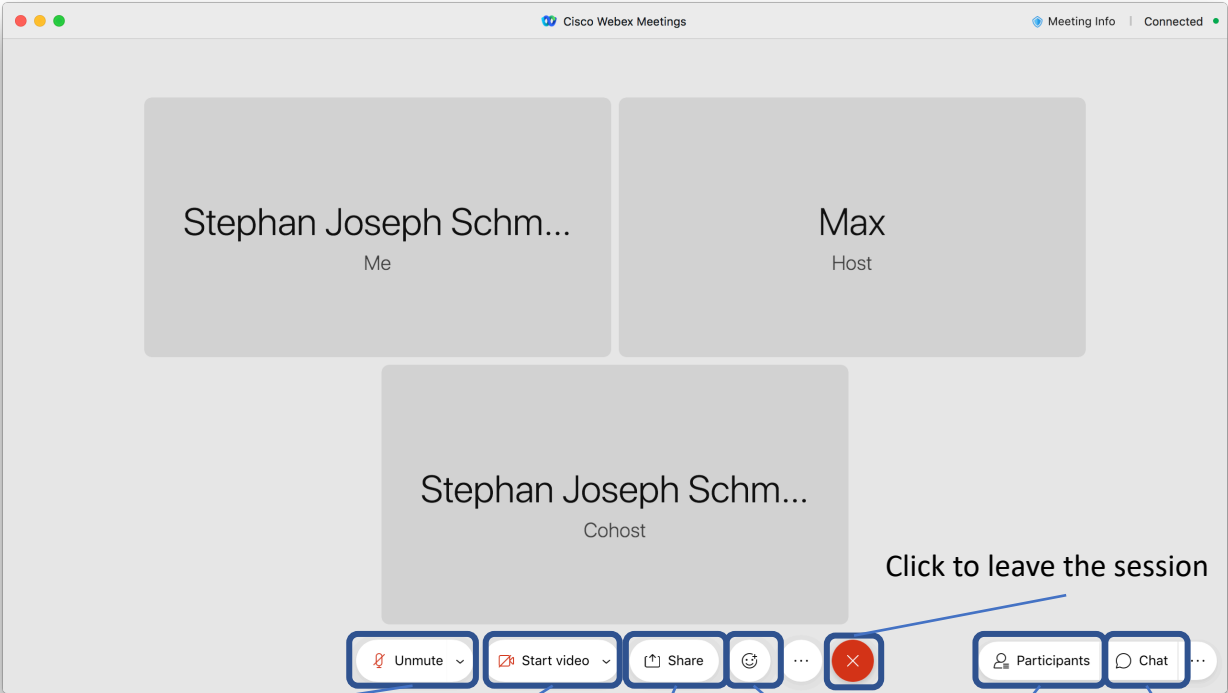
We recommend using the desktop client available here:

<https://www.webex.com/downloads.html>



You can choose to start/check your audio and video before joining the session. Note that after you have joined you will be muted by default.

# Webex:



Click to unmute/mute

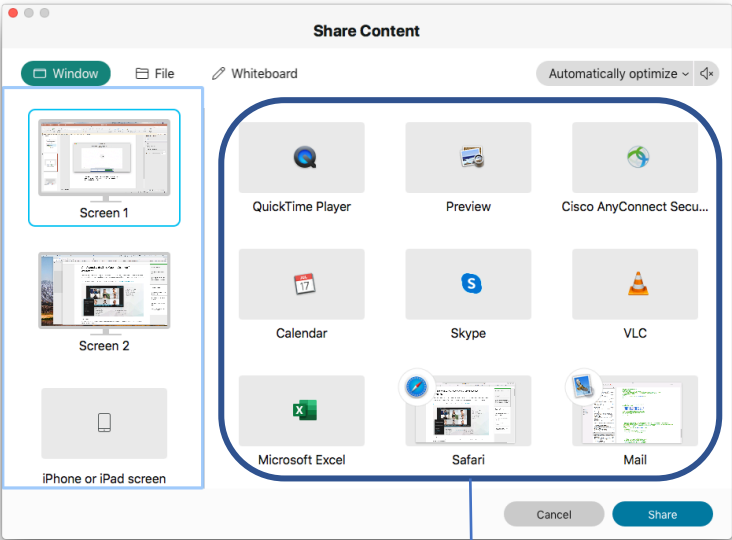
Click to start/stop sharing your video

Click to share content

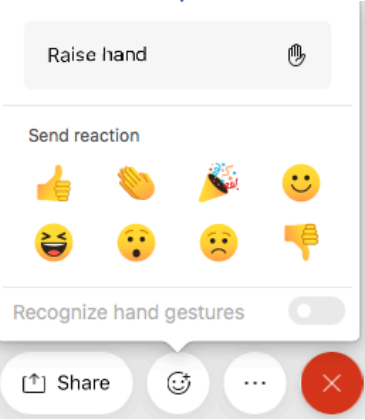
Show list of participants

Click to share reactions

Open chat



Applications need to be running to show up here

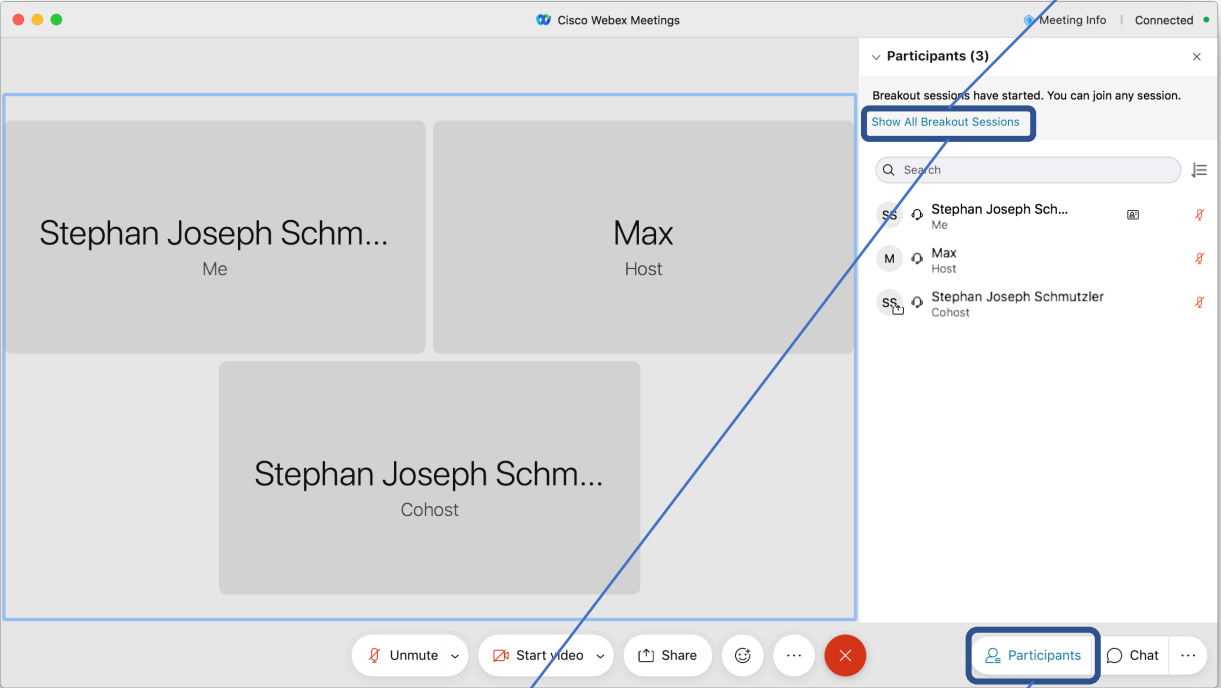




# Join a Breakout Session:

The poster sessions will be held in Webex “Breakout Sessions”.  
You will first join the Webex meeting as usual, from there you can then join the individual breakout sessions where in each a poster will be presented.

Above the list of participants you can view the breakout sessions here



Show list of participants

Breakout Session List

Breakout sessions have started. Choose a session to join.

Breakout Session 1(0)

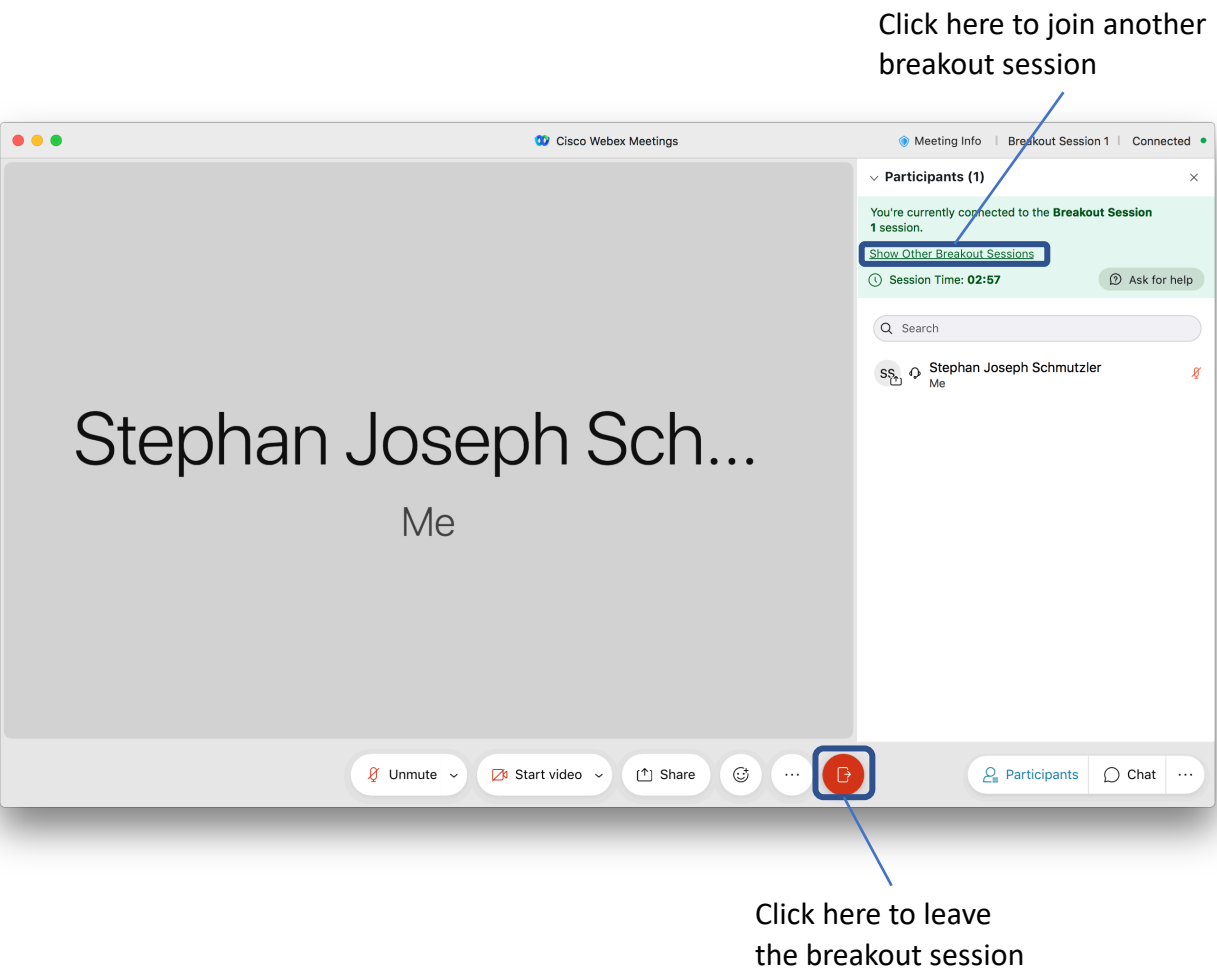
Join

Breakout Session 2(0)

Join

Click to join the session

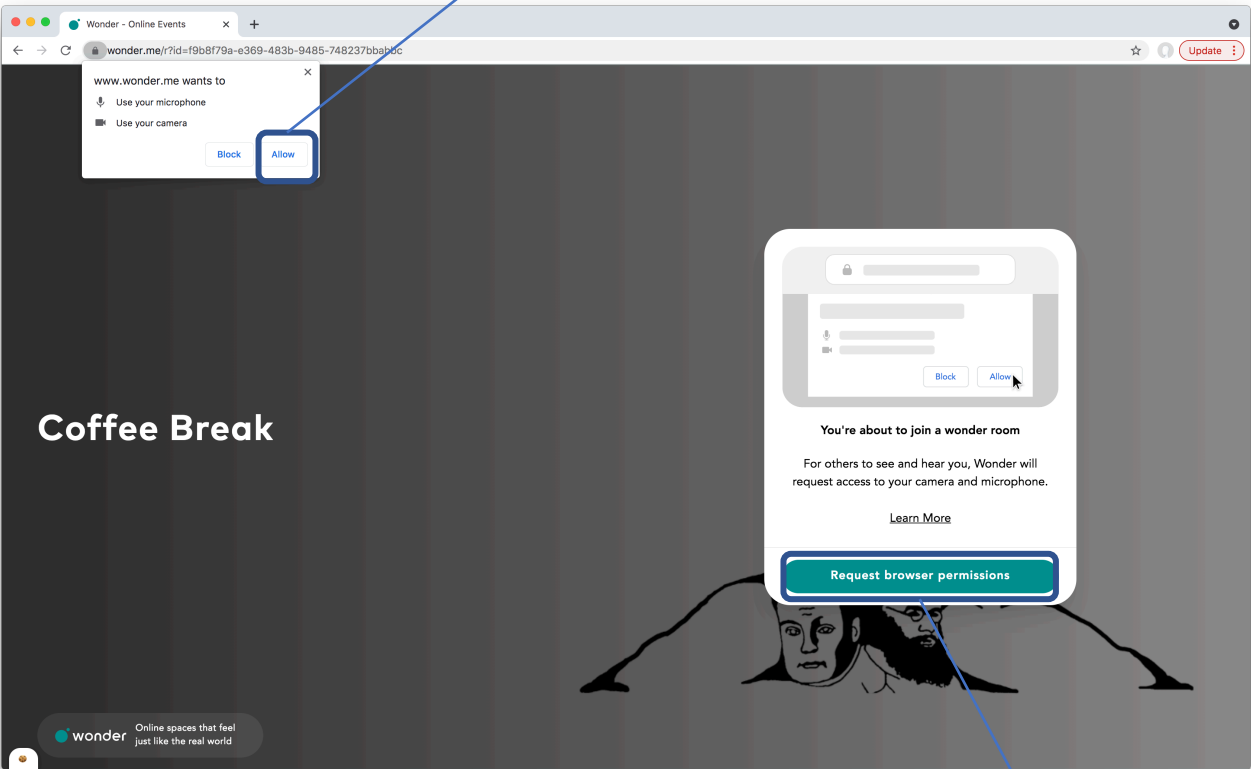
# Join a Breakout Session:



# Wonder.me

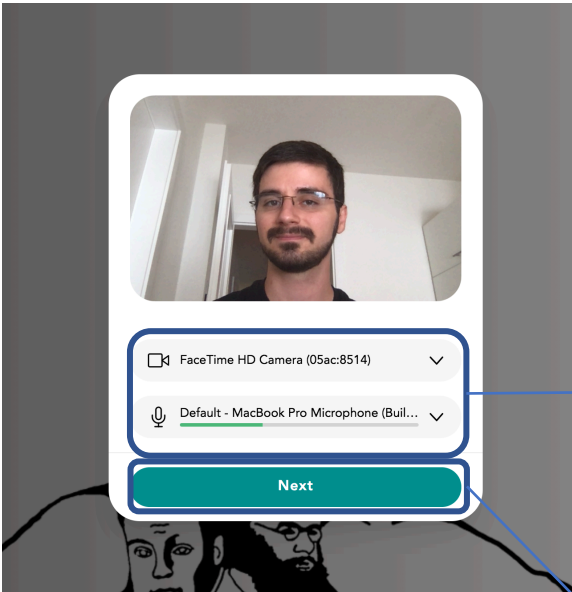
The virtual coffee breaks will be held on wonder.me. Please note that this platform only works on the browsers Chrome and Firefox. To avoid issues with audio we highly recommend leaving any Webex sessions before joining the coffee breaks.

Click here to allow  
wonder.me to use your  
camera and microphone



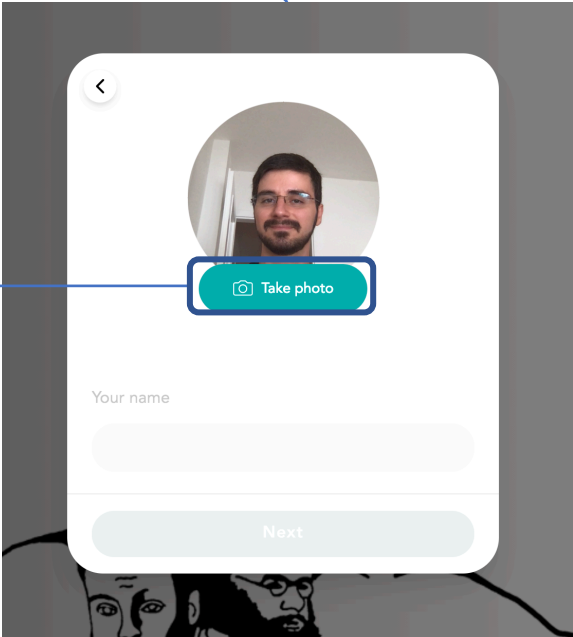
Click here to request permissions to  
use your camera and microphone

# Wonder.me



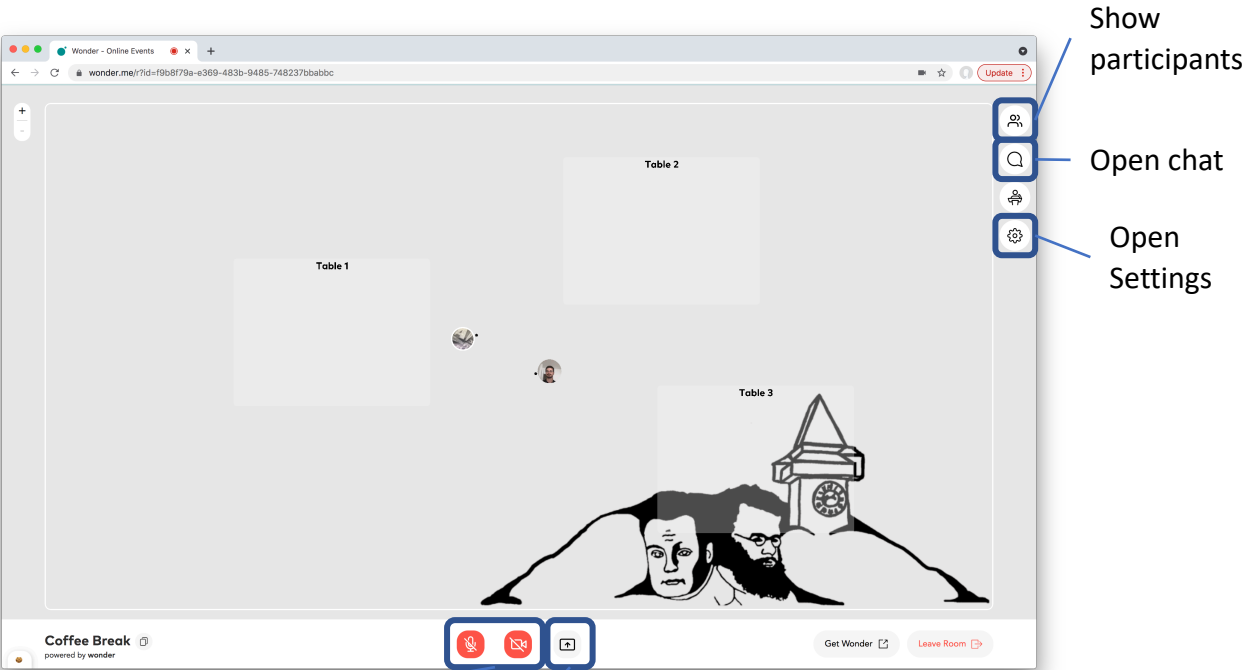
Check and select your camera and microphone

Take a photo and enter the name for your avatar. You can also choose to upload an image later.



# Wonder.me

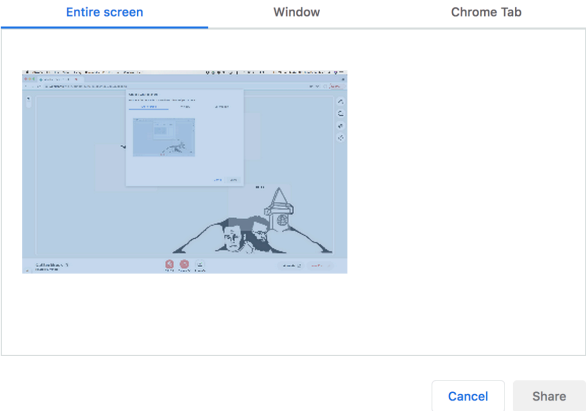
Once in the wonder room, you can move around clicking and holding the mouse button or by using the arrow keys on your keyboard.



Click to turn on/off your video/audio

Click for content sharing options

Choose what to share  
www.wonder.me wants to share the contents of your screen.

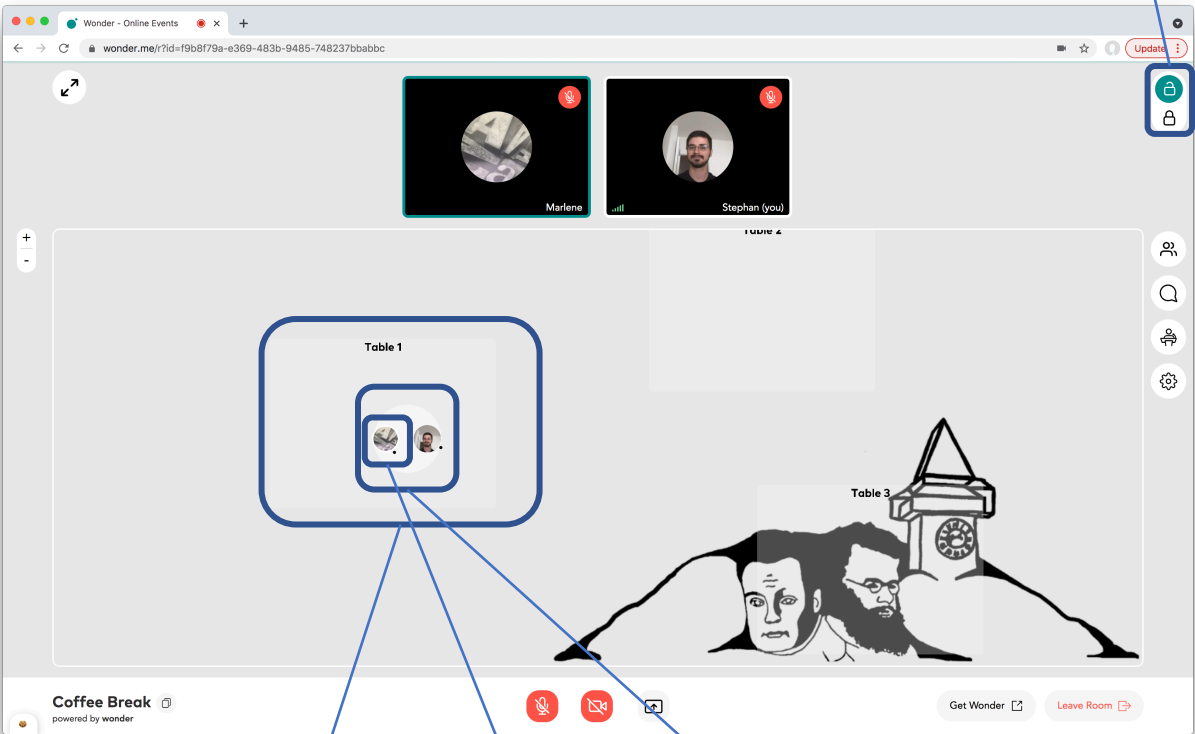


# Wonder.me

Move your avatar to another to open a conversation circle. A circle can be opened anywhere in the room, not only in the virtual conversation areas. A video chat will start automatically. Up to 15 people can be in one circle at a time. To leave the conversation simply move your avatar out of the circle.

You can also send text messages in the chat. You can send messages to everyone in the room, only to people in your circle or privately.

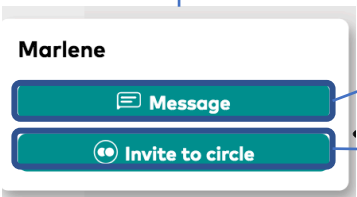
Chose to lock the circle so nobody else can join the chat.



Virtual conversation areas

Conversation circle

Hover your pointer above the avatars to open information



Opens private chat

Invites/ drags person to your conversation circle