MEIE2020 Online Meeting Guidelines

1. Please well-prepare meeting materials in advance

2. Download VooV Meeting via https://www.voovmeeting.com/
    which is available for macOS, Windows, iOS, and Android.

3. **Conference Program**
    June 18th, 2020: Online Registration
    June 19th, 2020: Keynote speeches, oral & poster presentations

4. **Conference Time:** 9:00- 18:00 **(China Standard Time (CST), UTC/GMT +8)**
    Noted: The date & time mentioned are all in.

5. Please kindly confirm if you are available for this online meeting, and send back the filled Participant Form & Poster in PDF file (if you sign up for poster presentations) to **sec_zheng@icmeie.com** before 9:00AM on June 15th **(China Standard Time (CST), UTC/GMT +8)**.
    Otherwise, oral/poster presentations after the deadline will not be considered.

6. Participants beyond Chinese Mainland:
    Please be sure to send back the filled registration form, download & understand the basic operation of the VooV Meeting within June 15th. The organizing committee will simulate meeting platform operation with foreign authors about 3 days before the meeting, to ensure the online conference is held smoothly (Time will be announced later).

7. Other tips
    a. Turn off/mute the cellphone during the meeting
    b. Please join the meeting 10 minutes in advance
    c. Please turn on your camera when giving a speech/question, and close it after completion