

# Information for Participants

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## 1. Registration

At this educational seminar, all the registrations must be made online by October 26, 2020.

There will be no registration on the day.

### 1) Registration Fee

JPY5,000 (ONLY Pre-Registration)

Registration fee is the same for all participants. (It includes doctors, the Fleischner Society non-members, medical staffs, companies, and students.)

### 2) Issuance of Certificate of the Attendance

If you would like to receive a certificate of the attendance, please contact us by email (fses2020@jtb.com).

It will be issued after the educational seminar.

## 2. Credit

The Japanese Respiratory Society (JRS) 2 credits.

If you need credits, fill in your JRS member ID (5-digit number) when you log in to virtual educational seminar site.

It takes about 2 weeks for the credits registration to be reflected on your JRS “My Page”.

## 3. Program & Abstract Book

Program & Abstract Book is available to view and download from the website (<https://www.fses2020.jp/>).

## 4. Log in ID & Password for Virtual Educational Seminar

Log in ID & Password for viewing educational seminar will inform participants from secretariat around October 27, 2020 by E-mail.

## 5. How to Participate Virtual Educational Seminar on the Day?

This educational seminar is held using Zoom Video Webinar.

The Zoom room for the educational seminar is opened from 08:00a.m. of November 3, 2020. [JST: Japan standard time].

### 1) Advance Preparation

Download and install the Zoom application on your device if it is your first time to sign in to the Zoom system.

#### ■ Zoom Client for Meetings

[https://zoom.us/download#client\\_4meeting](https://zoom.us/download#client_4meeting)

### 2) Log in to Virtual Educational Seminar

Click "Virtual Educational Seminar" button on the website (<https://www.fses2020.jp/>) and log in. The button will appear around the end of October.

#### ■ Required Information for Log in

- Log in ID
- Password
- Name
- Country
- Member ID of the Japanese Respiratory Society (if you need JRS 2 credits)

**3) Choose Session from the Program Schedule**

It will be available to enter session room 5 minutes before the session starts.

The session will start automatically.

**4) Video and Microphone**

Using video and microphone are not allowed.

All participants will be signed in as audience members at the Webinar meeting.

**5) Join Live Q&A**

After presentations, we will prepare for live Q&A time (if presenters allowed).

Live Q&A details have not been confirmed yet. It's announced on the website (<https://www.fses2020.jp/>).

Please send your question(s) through the Q&A system on the Zoom. You cannot use your microphone as your sound and it's muted by the secretariat. Chair persons choose a few questions from the total number of the questions sent by the audience through the Q&A system.

\*Note: Your question may not be selected due to limited time. Please keep the question as simple as possible.

**6) Leaving the Session**

When leaving the session, select "End" and then the option "Leave Meeting".

When joining other sessions, choose the session from the program schedule as mentioned above.

**6. On-demand Streaming**

On-demand streaming is available to participants only for about 2 months.

Log in ID and password are the same as the viewing virtual educational seminar.

URL information of on-demand streaming will be provided to participants about 2 weeks after educational seminar.

On-demand streaming will be available viewing for about 2 months.

**7. Contact Information**

Please ask secretariat by E-mail ([fses2020@jtb.com](mailto:fses2020@jtb.com)).

\*No telephone is acceptable on the educational seminar day.