# Instructions for Remote Attendees

Technical Meeting of the Western States Section of the Combustion Institute
March 21-22, 2022

If you plan to attend the conference remotely, please follow these instructions.

1. Prior to the conference:
    a. Ensure Zoom is installed on your computer: https://zoom.us/download
        i. This will be necessary to participate in the breakout rooms in which the sessions will be held
2. During the conference:
    a. Connect your computer to the conference Zoom:
        i. https://stanford.zoom.us/j/93714132041?pwd=MVhPN2RrQ2pkOHpzYzdTRHZPMzJxQT09
        ii. Password: 101325
   b. Join the appropriate **breakout room** corresponding to your session (see below)
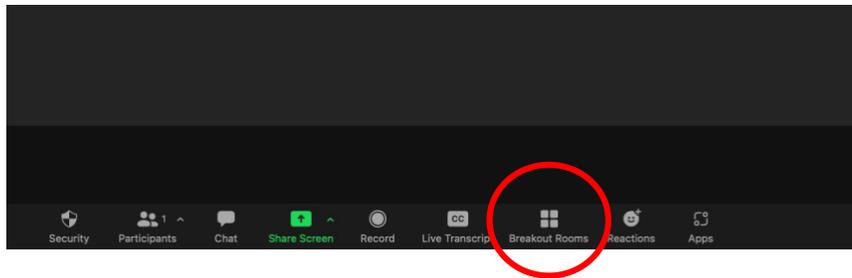
    i. Breakout rooms will be titled "380-380X", "380-380Y", and "420-041".

    ii. For additional help: https://support.zoom.us/hc/en-us/articles/115005769646-Participating-in-breakout-rooms
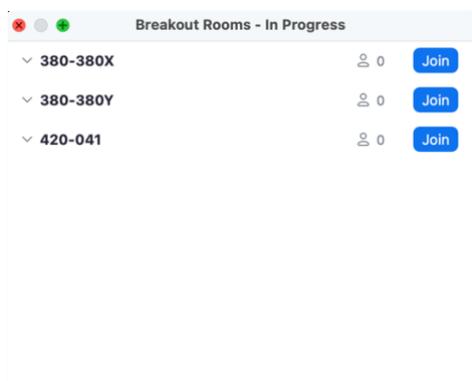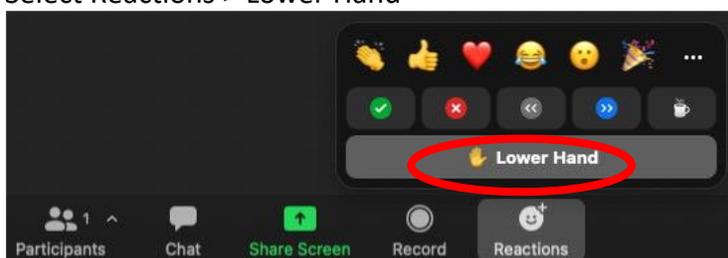

   c. **Mute** your microphone and **turn off** your video.

d. To ask questions at the end of a presentation, **raise your hand** via Zoom
   i. Select Reactions > Raise Hand
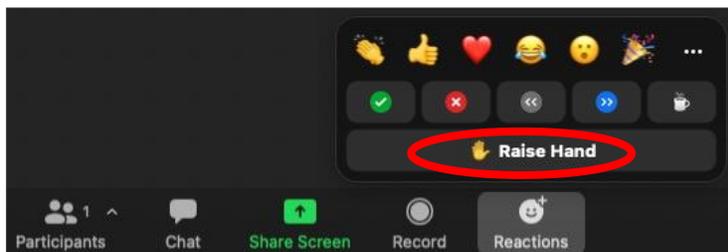
   ii. The chair will call on you by your Zoom name.
   iii. At this point, **unmute** your microphone and ask your question.
   iv. **Mute** your microphone again after your question is finished.
   v. Select Reactions > Lower Hand

e. To switch to a different technical session, use "Leave Breakout Session" and join a different breakout room
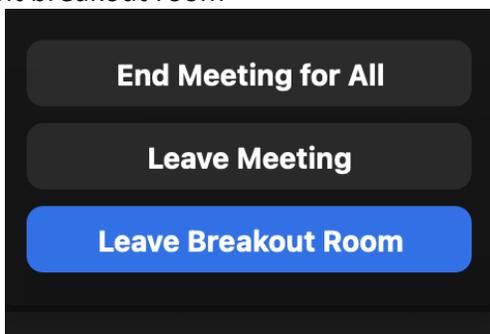
3. For those that present a paper virtual, we will run the video that you submitted from the conference presentation computer. Afterwards the end of the video, we'll open the paper for discussions. So, please attend your meeting slot for Q&A.

4. For any technical support during the meeting, please send an email: westernstatescombustion@gmail.com. This email account is monitored during the meeting, and we try to response as soon as possible