

Attending MOSES2021

After registration to the conference at <https://www.aalto.fi/en/events/moses-2021>, you will receive an invitation in your email to join the MOSES2021 Teams workspace **two days** prior to the event. The main layout of the workspace is shown in Figure 1.

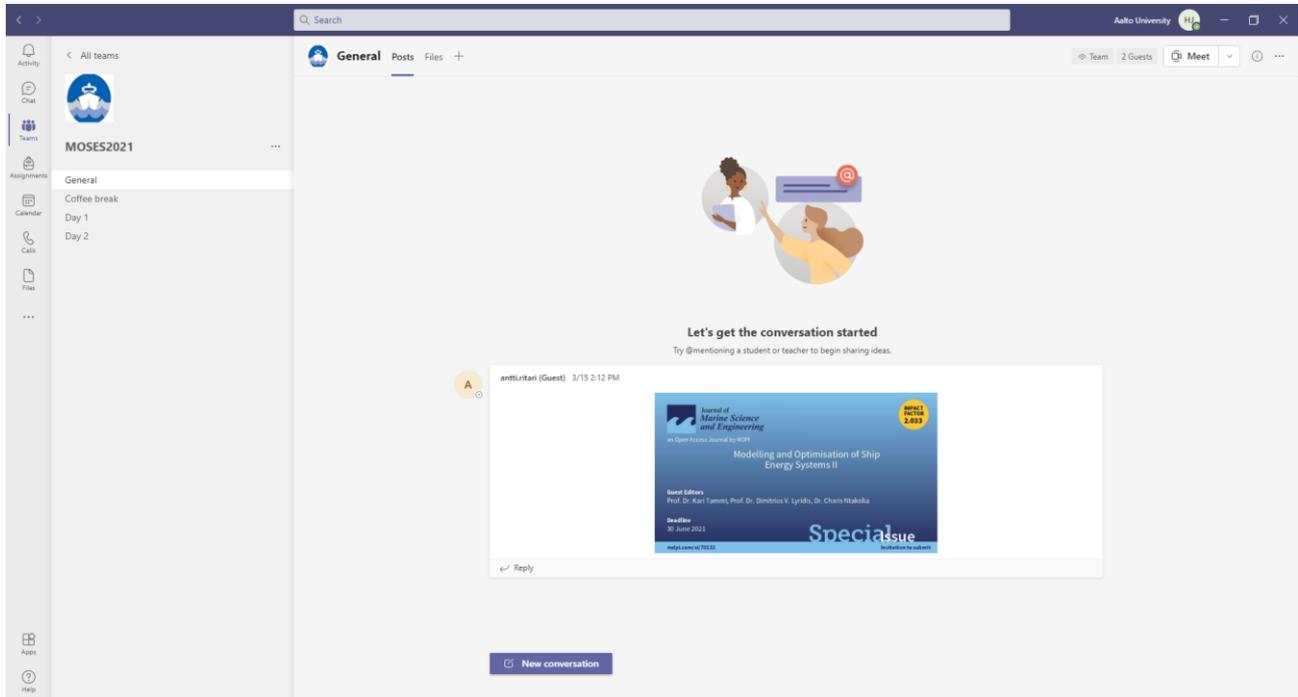


Figure 1. MOSES2021 workspace layout.

Conference days are divided into their own channels which are listed on the left-hand side of the main layout (see Figure 2). They can be accessed by clicking on the channel.

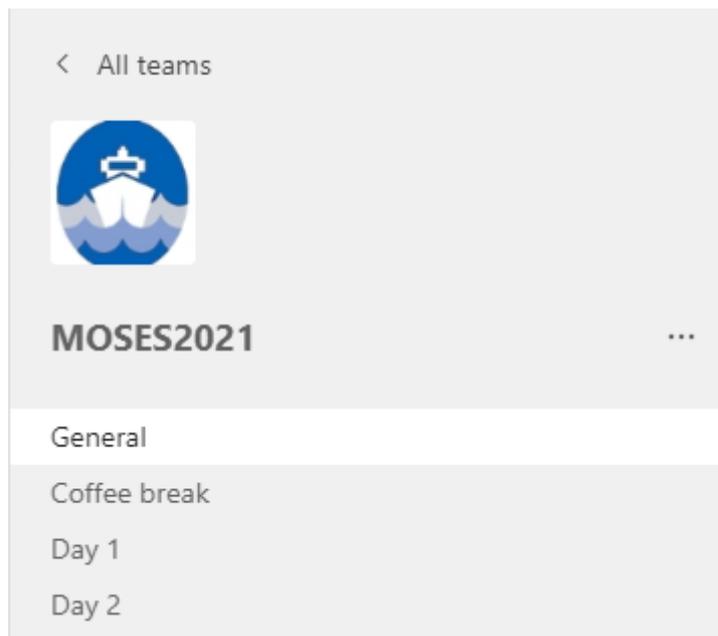


Figure 2. MOSES2021 channels.

The proceedings and agenda of the conference will be available in the Files tab of the General channel.

Joining the video conference

When the video conference begins, you will see a small camera icon next to that channels name as shown in Figure 3.

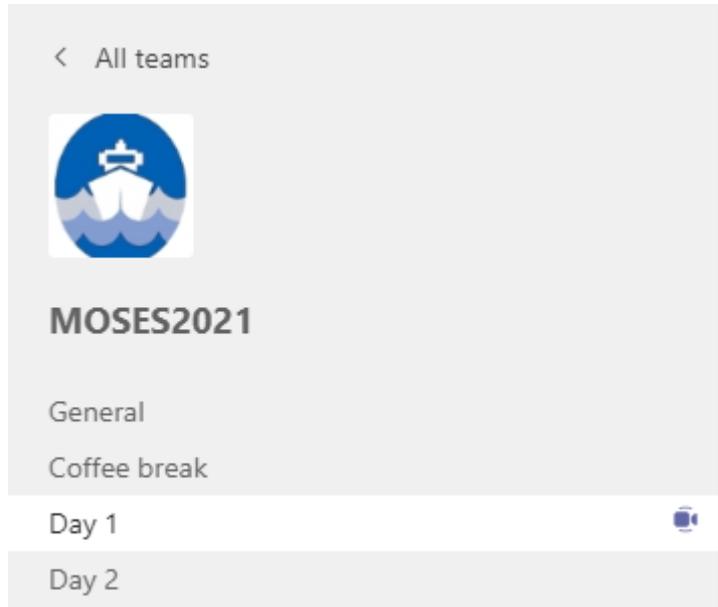


Figure 3. Day 1 has started.

Once you enter the channel for the started session by clicking on the channel name, you will see posts related to that session and a large banner for joining the video conference, as shown in Figure 4.

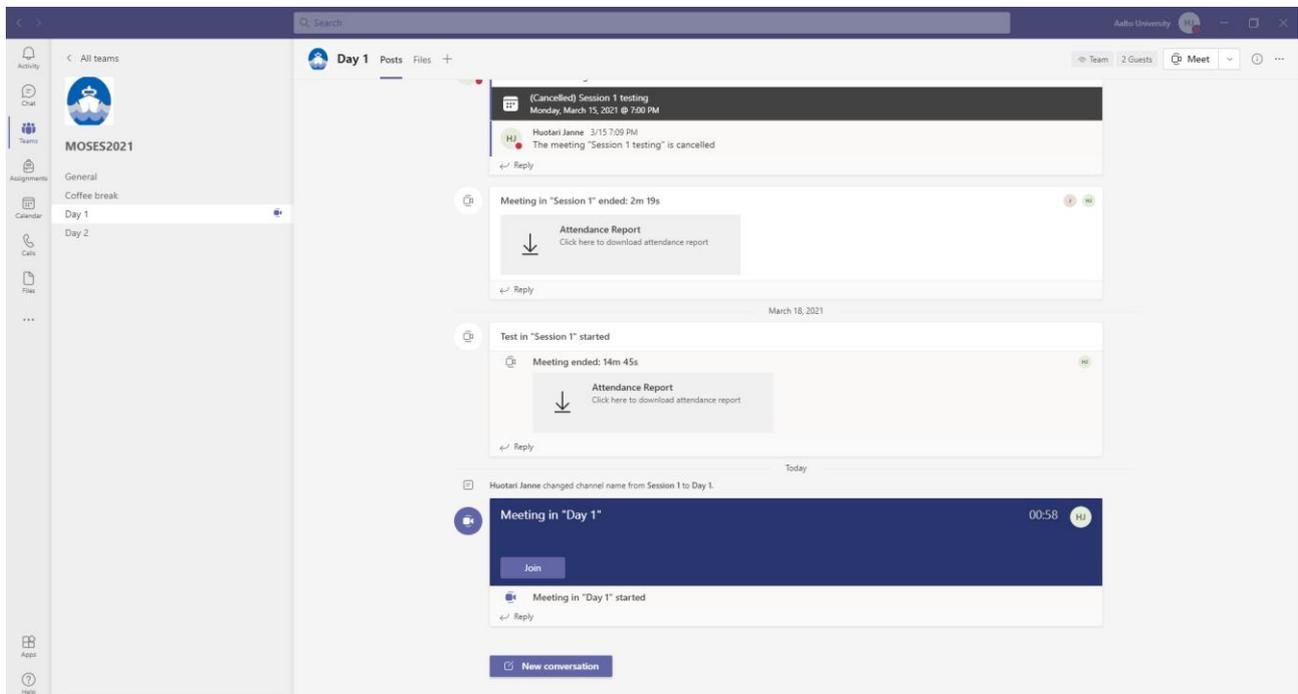


Figure 4. Joining session video conference.

Contacting your colleagues

We have chosen to organize MOSES2021 using a Teams Workspace as the platform to encourage collaboration during the event. Please feel free to post questions or remarks to the corresponding day's channel.

If you want to chat with a colleague in the conference directly, you can do so by opening the Workspace's info tab from the top right corner of the main layout, highlighted in red in Figure 5.

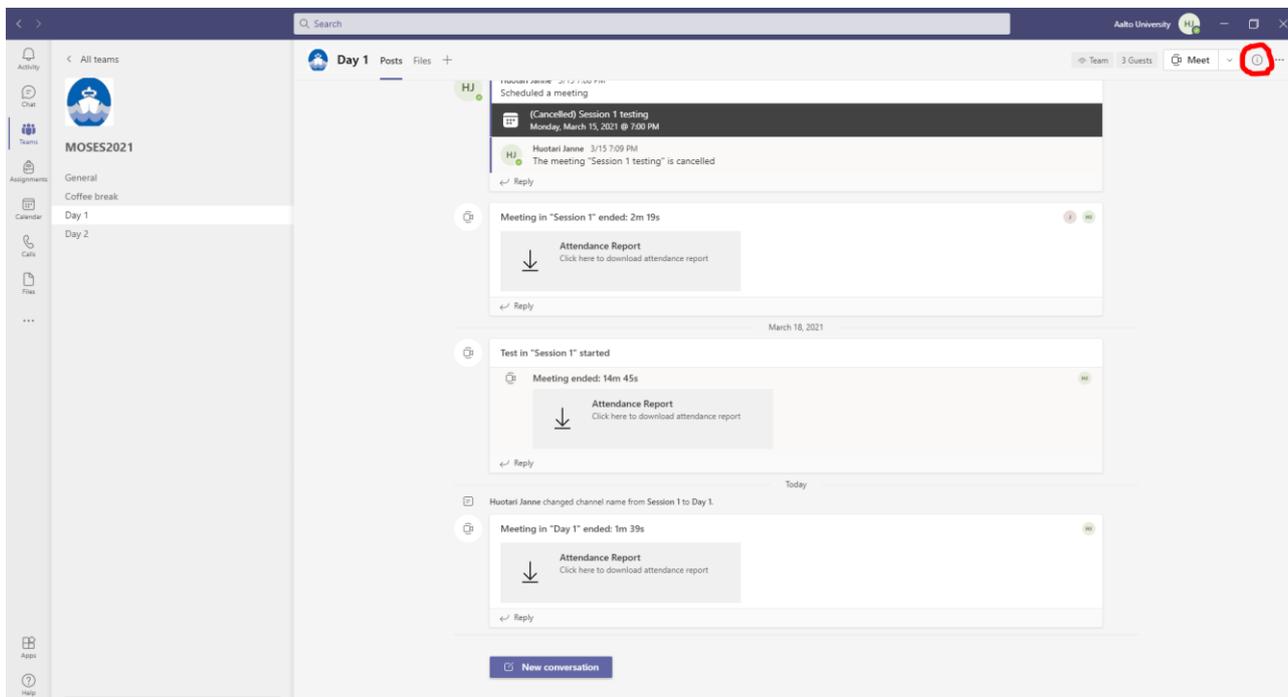


Figure 5. Workspace info tab

Clicking this button opens a list of attendees, from where you can select to send a quick message to specific persons by clicking that person's picture / icon, as shown in Figure 6.

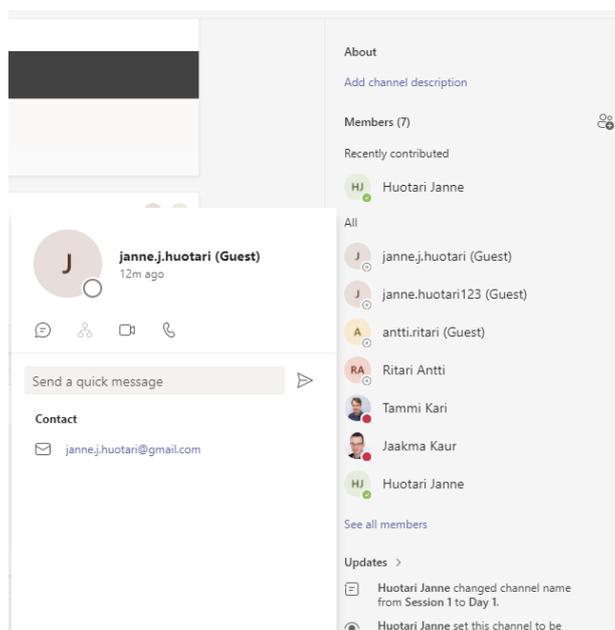


Figure 6. Quick message to attendees.

Support

If you encounter any issues before or during the conference, please contact moses2021@aalto.fi.