



Training for Plenary Session Presenters

June 24, 2020 - Virtual Room R. Noyce



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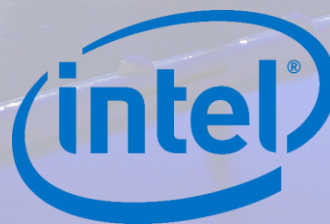
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50TH IEEE/IFIP INT. CONFERENCE ON DEPENDABLE SYSTEMS AND NETWORKS



Microsoft Teams

Search for or type a command

Calendar

Today < > June 2020

22 Monday

12:00

13:00

14:00

15:00

16:00

17:00

18:00

TestLiveEvent

13:30-14:00 (30 min)

Microsoft Teams Meeting - David De

Join

You did not respond to this meeting.

✓ Accept ? Tentative ✗ Decline

Live event resources Refresh

Meet now + New meeting

Working Week

26 Friday

Live events are better in the Teams app

Producing or presenting a live event is not available on web yet! But wait... you can still give it a whirl in the fabulous desktop app. Or, you can [join as an attendee](#) instead.

Cancel Download the app

Presenters in live events
MUST download the
desktop app



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Search or type a command

Activity
Chat
Teams
Assignments
Calendar
Calls
Files
...

Customize
your
background

David De Andrés Martínez

- Show health and performance
- Show device settings
- Show meeting notes
- Info pane is disabled by policies
- Enter full screen
- Show background effects
- Keypad
- Start recording
- Turn off incoming video

PRE-LIVE 07:11

Video call controls: Stop video, Mute, Screen share, More options, Chat, Participants, Remote control, End call

Apps
Help

Mobile app icon



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Search or type a command

DA

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□

×

David De Andrés Martínez

PRE-LIVE 10:14

📷 🔊 📶 ⋮ 💬 👤 🗑️ 📞

Background settings

✕

+ Add new

🚫

📌 Others won't see your video while you preview.

Preview

Apply

Add a new background



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Search or type a command

Communication among producer, presenters and chair will take place at the meeting chat (hidden from attendees)

People can be directly addressed using @username (autocomplete is on)

David De Andrés Martínez

PRE-LIVE 19:47

Meeting chat

DSN2020 David De Andres joined the meeting.

David De Andrés Martínez 2:02 PM

DSN2020 David De Andres Please, share the slides you want to use, so I can send them live

2:03 PM

Roger, I am on it!

Type a new message



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Search or type a command

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Include system audio in case of sharing a video

Share

Select the content

PRE-LIVE 44:51

☐ Include system audio

Desktop

Window

Screen #1

Microsoft Teams

Presentación de PowerPo...

DSN2020-PlenarySession...

DSN2020-DummyGuide...

media UPV - Google Chr...

Videos

Apps
Help



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Training for Plenary Session Presenters

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Shared content is
highlighted in red

Access to
Teams

Remember to
unmute your mic
when presenting!

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TestLiveEvent 03:01

PRE





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Microsoft Teams



Search for or type a command

D0



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Help

TestLiveEvent

Need help?

Leave



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This is
participants' view



|| 🔊 🔊 LIVE 2:30 / 2:53





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Search or type a command

DA

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□

×

Q&A

Make an announcement

David De Andrés Martínez

LIVE 20:56

□

🎤

📶

⋮

💬

👤

📄

📞

Live event Q&A

New (0) Published (0) Dismissed (0)

Open

A cartoon character of a lightbulb with a sad face, sitting on a small orange base.

No new questions

Make an announcement





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Microsoft Teams interface showing a meeting with David De Andrés Martínez. The interface includes a sidebar with navigation options (Activity, Chat, Teams, Assignments, Calendar, Calls, Files, Apps, Help) and a main meeting area. A red callout box highlights the 'Questions' icon in the bottom toolbar, indicating that someone has posted a question.

Search or type a command

Your status is set to do not disturb. You'll only get notifications for urgent messages and from your priority contacts. [Change settings.](#)

Activity

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David De Andrés Martínez

LIVE 13:01

Questions icon highlighted by a red callout box with the text: "Someone posted a question!"



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Search or type a command

Your status is set to do not disturb. You'll only get notifications for urgent messages and from your priority contacts. [Change settings.](#)

Publish for all
to see

Impolite, trivial,
duplicated...

Send a private
comment

DA

×

×

Live event Q&A ?

New (1) Published (1) Dismissed (0)

Open

Dismiss

Publish

6:04 PM

That was rally interesting. Could you elaborate a bit more?

Private reply

Make an announcement

David De Andrés Martínez

LIVE 15:04

Video

Microphone

Screen

More

Chat

People

Share

Call



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Search or type a command

Your status is set to do not disturb. You'll only get notifications for urgent messages and from your priority contacts. [Change settings.](#)

Most recent at the bottom

Most liked at the bottom

David De Andrés Martínez

LIVE 26:48

Live event Q&A

New (0) Published (4) Dismissed (0)

Open Most recent

(You) 5:52 PM

The event is about to start. Please mute your mic.

Reply

6:14 PM

Could you elaborate further on how to post questions in this panel?

Reply

6:17 PM

Can you share a video?

Reply

6:17 PM

Can I use my mic to ask a question?

Reply

Make an announcement

Live event Q&A

New (0) Published (4) Dismissed (0)

Open Most liked

(You) 5:52 PM

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6:14 PM

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Reply

Make an announcement



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Microsoft Teams interface showing a meeting status of "ENDED".

Search or type a command

Your status is set to do not disturb. You'll only get notifications for urgent messages and from your priority contacts. [Change settings.](#)

Activity
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...

The event has finished

You may leave the session

David De Andrés Martínez ...

ENDED 01:14:28

Video call controls: Stop video, Mute, Unmute, End call, Chat, People, Screen share, Phone.

Apps
Help

Mobile app download button

Small video thumbnails in the bottom right corner.