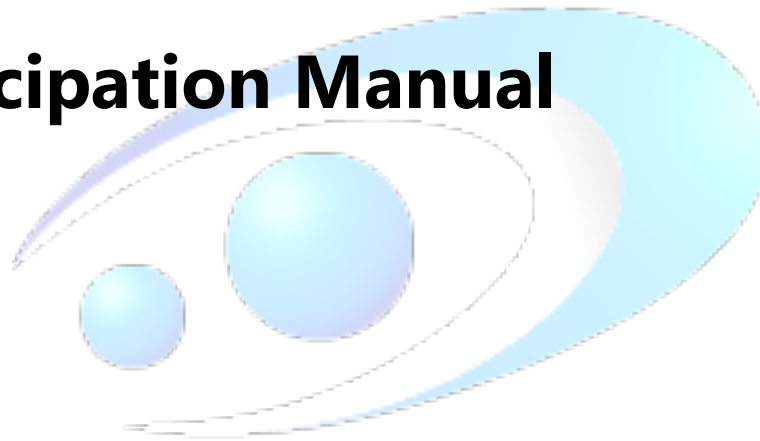




Japan Geoscience Union

JpGU Meeting 2024 (26 – 31 May)

Participation Manual



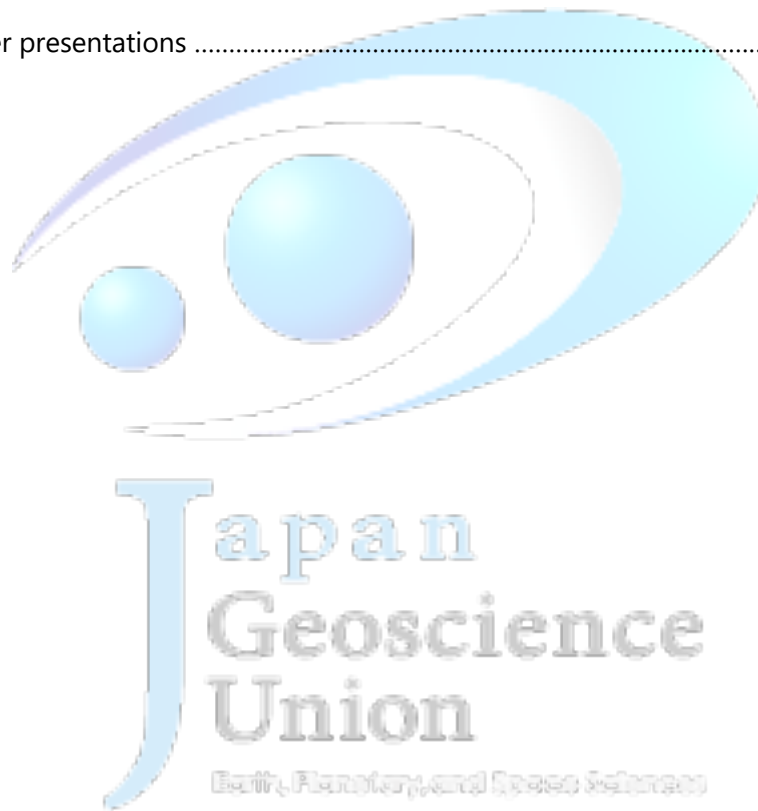
Ver.1 4 April 2024

Created by Meeting Organizing Committee



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1. Preamble

JpGU Meeting 2024 will be held as a hybrid format, combining on-site (Makuhari Messe, Chiba Prefecture) and online, on the date listed below.

(Su) 26 – (F) 31 May 2024

The oral sessions will be conducted both on-site and online via a web conferencing service, Zoom, which will be used to broadcast from the local oral session sites. In addition, on-site poster sessions will also be held.

A public session as a part of late-breaking sessions on the Noto Peninsula earthquake will be held on (Sa) 25 May, the day before the meeting period. Please participate in the session in the same way as during the meeting period.

2. JpGU Meeting 2024 Schedule

!! Presenters please take note of the meeting registration deadline !!

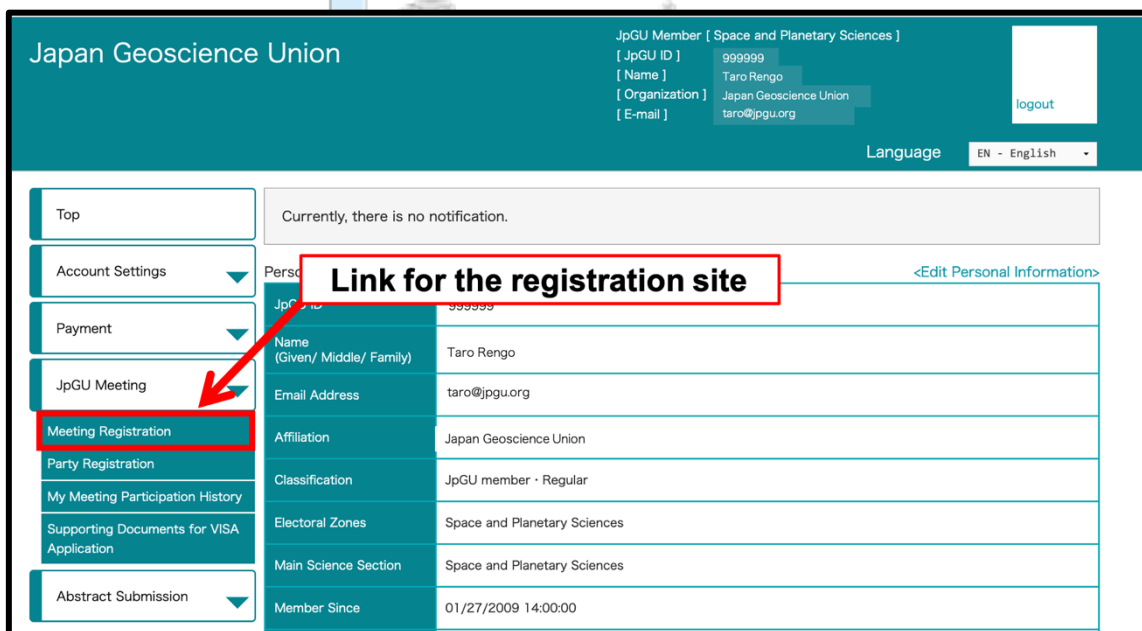
- * The presentation formats available for presenters are as follows. More details for each of the presenters are in Section 5 (p. 7-12).
- ✓ Oral Presenters:
 - 【Principle】 On-site or online. On-demand videos/additional materials also available.
- ✓ Poster Presenters:
 - 【Required】 e-poster or On-demand videos. Additional materials also available.
 - 【Principle】 Flash talks in the oral session.
 - 【Optional】 On-site.

Date	Item	Remarks
(Tu) 7 March 7	Registration site opens Application for VISA assistance documents starts	
(F) 29 March	Scientific Program Release	
(Tu) 2 April	Call for late-breaking sessions abstract submission opens	
(F) 5 April	Meeting Tutorial Webinar (Online)	Meeting outline, Registration
(Th) 11 April 17:00 JST	Late-breaking sessions abstract submission deadline	
(Th) 18 April 23:59 JST	Registration deadline for presenters. Application Deadline for on-demand video. Late-breaking sessions abstract	

	acceptance notification	
(Tu) 23 April	Uploading e-poster and on-demand video starts Late-breaking sessions program release	
(F) 10 May 17:00 JST	Application deadline for VISA	
(Th) 16 May 23:59 JST	Registration deadline for all participants	Registration for public (incl high schoolers) and Events will be announced separately later.
(F) 17 May	Confit (Meeting Portal Site) opens for log in, abstracts, e-posters and on-demand videos, additional materials uploading, and Exhibit page.	Log in and access to Confit contents will require authentication from this date. If you meet 16 May deadline for registration, you will be able to log in to Confit (Meeting Portal Site) system. Once the above regular registration deadline passes, your log in to Confit system becomes available on the next day after 09:00 JST of your registration date.
Mid-May	Meeting Tutorial Webinar (Online)	Guidance for presenters/chairs/participants, and various Events.
(Th) 23 May	Zoom link opens	
(Sa) 25 May	Late-breaking public session	
(Su) 26 May	Hybrid phase begins, Public day	
(F) 31 May	Meeting ends	

3. Meeting Registration

- The registration site was open on **(Th) 7 March at 14:00 JST.**
- There is no distinction between on-site participation and online participation for the registration procedure.
- You can access the registration site from the side menu bar of the JpGU member site (<https://www.jpgu-member.org/jpgu/en/>) after log in (Fig. 1).
- JpGU ID is required for registration. If you do not have a JpGU ID, please go to the JpGU member site and click "Create a JpGU ID" to register. Please note that your ID you used for the meeting program (as convener or for abstract submission) cannot be changed (i.e. from regular member ID to meeting (participation) ID, or from meeting ID to regular member ID or AGU, AOGS, EGU member ID). Please use the same ID for registration with the one you used for meeting program.
- **All presenters are requested to register by (Th) 18 April, 23:59 JST.**
- If you meet (Th) 16 May 23:59 JST for registration, you will be able to log in to Confit (Meeting Portal Site) system from (F) 17 May (Fig. 2). Once the above regular registration deadline passes, your log in to Confit system becomes available on the next day after 09:00 JST of your registration date.
- If you are attending on-site, please make sure to complete your registration and bring the e-ticket (available from 17 May) issued by at least one day before your visit. We regretfully cannot accept registration at the site.

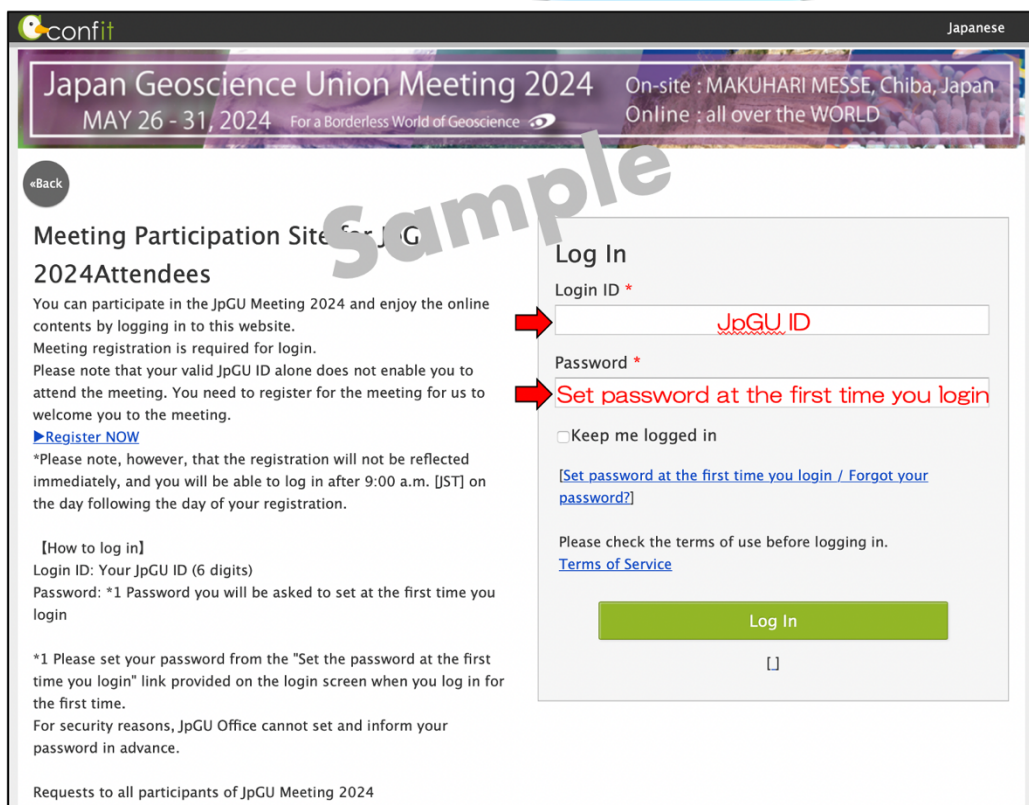


The screenshot shows the user interface of the Japan Geoscience Union member site. At the top right, user information is displayed: JpGU Member [Space and Planetary Sciences], [JpGU ID] 999999, [Name] Taro Rengo, [Organization] Japan Geoscience Union, and [E-mail] taro@jpgu.org. A 'logout' button is next to it. Below this is a 'Language' dropdown set to 'EN - English'. On the left, a vertical menu contains several options: 'Top', 'Account Settings', 'Payment', 'JpGU Meeting', 'Meeting Registration' (highlighted with a red box and a red arrow), 'Party Registration', 'My Meeting Participation History', 'Supporting Documents for VISA Application', and 'Abstract Submission'. The main content area shows a notification: 'Currently, there is no notification.' Below this is a 'Personal Information' section with a '<Edit Personal Information>' link. A red box highlights the text 'Link for the registration site' with a red arrow pointing to the 'Meeting Registration' menu item.

Fig. 1: Link to the registration site (after log in)

4. How to Access the Meeting Portal Site “Confit”

- **Confit will require authentication for viewing starting (F) 17 May.**
- After log in to Confit, you will be able to view the abstracts, posters, and enter the oral presentation room (Zoom).
- Presenters are requested to use their own PCs to give a presentation at the venue. Please make sure that your PC is able to connect to Zoom via the link posted in the “Timetable” on Confit.
- We will explain about Confit at the upcoming online tutorial webinar session. Please join us.



confit Japanese

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Meeting Participation Site for JpGU 2024Attendees

You can participate in the JpGU Meeting 2024 and enjoy the online contents by logging in to this website.
Meeting registration is required for login.
Please note that your valid JpGU ID alone does not enable you to attend the meeting. You need to register for the meeting for us to welcome you to the meeting.
[▶Register NOW](#)
*Please note, however, that the registration will not be reflected immediately, and you will be able to log in after 9:00 a.m. [JST] on the day following the day of your registration.

[How to log in]
Login ID: Your JpGU ID (6 digits)
Password: *1 Password you will be asked to set at the first time you login

*1 Please set your password from the "Set the password at the first time you login" link provided on the login screen when you log in for the first time.
For security reasons, JpGU Office cannot set and inform your password in advance.

Requests to all participants of JpGU Meeting 2024

Log In

Login ID *

JpGU ID

Password *

Set password at the first time you login

Keep me logged in

[\[Set password at the first time you login / Forgot your password?\]](#)

Please check the terms of use before logging in.
[Terms of Service](#)

Log In

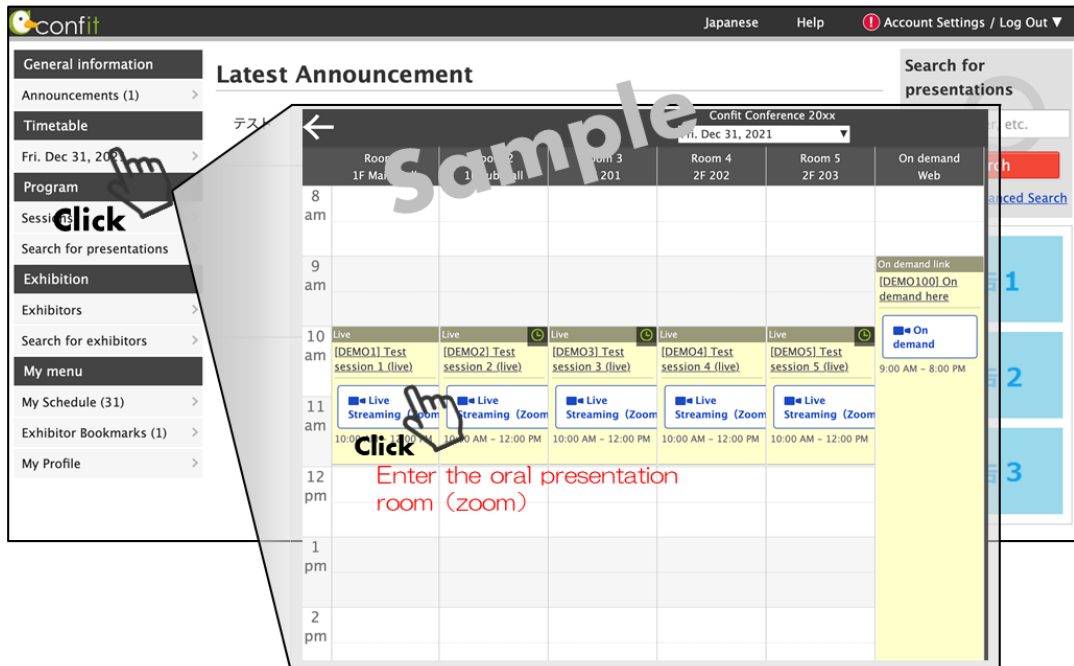
Fig. 2: Confit log in page (sample)

5. Preparing for Presentations

a. Oral presentations

- During the hybrid phase, Zoom will be used to broadcast the on-site oral presentation sessions. For oral presentations, presentations can be made on-site or online via Zoom webcast to allow for presentations and participations in both ways.
- **On-site**
 - All on-site presenters are required to register for the meeting in advance and make sure that they succeed in log in to Confit before coming to the venue.
 - Presenters are requested to use their own PCs to give a presentation at the venue. There will be no upload system for on-site oral presentation material for this year.
 - Please make sure that your PC is connected to Zoom via the link posted in the “Timetable” on Confit. There will be a cable for wired LAN connection. If you need extra cables to connect to the wired LAN, please bring them yourself. You may also use your own mobile Wi-Fi/portable hotspot device.
 - If for some reason you cannot use your own PC for your presentation, you may use a PC (Windows 11, PowerPoint available) provided at each presentation room. In case this happens, it is recommended that you bring your presentation files on a USB.
- **Online**
 - If you are presenting an oral presentation online, after log in to Confit, you can enter the oral presentation room (Zoom) from the “Timetable” (Fig. 3).
- Presentation materials such as pre-recorded videos may be played during the session (regardless of the player or the method of playback). It is recommended that a video recording be made and uploaded to the Confit as an “On-demand video” or “additional material”. By doing so, the chairperson can select the relevant material during the session and play/stream the video, without extra work to collect files from the presenter.
- An online briefing webinar session will be held for all presenters, chairpersons, and participants in mid-May. Please join us.
- If you are unable to participate in the meeting due to unavoidable circumstances, please contact the conveners using the designated mailing list. The JpGU office will not be able to resolve this matter.
- **【Optional】** On-demand videos and additional materials can be uploaded separately from your oral presentation on-site or online.
 - **On-demand video** (MP4, MOV, WMV, AVI, the maximum size is 250 MB, up to 1 file)

-
- ◇ If you wish to use on-demand video, please submit your request using the form below **by (Th) 18 April**.
Form: <https://forms.gle/pYxk4XZEX8bNoLnz6>
 - ◇ You can upload **from (Tu) 23 April**. Instructions and link for uploading will be sent (from noreply.confite@atlas.jp) to on-demand presenters who have already requested by 18 April.
 - ◇ Uploaded materials will be posted on Confit from 17 May (from this date, log in authentication is required to view Confit, so the materials will be available only to registered attendees) (Fig. 4). Display period will be from 17 May to three months after the meeting end.
 - ◇ There is no deadline for uploading and replacing presentation materials, but we recommend that you upload your presentation materials no later than three days before the start of the Meeting (23 May) so that participants can view them before the meeting.
 - ◇ Downloading and copying are prohibited.
 - ◇ Until the upload is complete, a temporary file titled "No Files have been uploaded" will be posted in the presentation space in Confit.
- **Additional Materials** (PDF, JPEG, JPG, PNG, GIF, 10 MB/file, up to 10 files)
- ◇ You can upload **from (F) 17 May**.
 - ◇ Log in to Confit and upload your additional materials to your own presentation space (file cabinet) (Fig. 5).
 - ◇ If you use movies as additional materials, please upload the created movie to YouTube or other sites and post the URL in the space.
 - ◇ Log in to Confit allows for viewing additional materials. Display period will be one year after the meeting end.
 - ◇ It is not possible to prohibit downloading. Please use your own judgment when setting security settings for your files.
 - ◇ If you are unable to make an oral presentation via Zoom due to connection problems, you can use this service.



Confit Conference 20xx
Fri. Dec 31, 2021

Room	Room 1F Main	Room 2F 201	Room 2F 202	Room 2F 203	On demand Web
8 am					
9 am					On demand link [DEMO100] On demand here
10 am	[DEMO1] Test session 1 (live)	[DEMO2] Test session 2 (live)	[DEMO3] Test session 3 (live)	[DEMO4] Test session 4 (live)	[DEMO5] Test session 5 (live)
11 am	Live Streaming (Zoom)	Live Streaming (Zoom)	Live Streaming (Zoom)	Live Streaming (Zoom)	Live Streaming (Zoom)
12 pm					
1 pm					
2 pm					

Enter the oral presentation room (zoom)

Fig. 3: Entering the Oral presentation room (sample)

b. Poster presentations

- **【Required】 Upload poster presentation materials**
 - **Contributors must upload poster materials in their own presentation space on the Confit (✕).** The content can be the same as the on-site poster. Please note that only presenting a poster in the core time on-site or in the online poster session is not sufficient to be formally approved as presented. Please also note that poster presentations entered for the Outstanding Student Presentation Award must be presented on-site.
 - There will be no online poster session in 2024. Poster presenters and participants who participate online are encouraged to use the comment function of Confit for question and answer and interaction.
- **【Principle】 Flash talks in the oral session**
 - Poster flash talks will be held during the oral sessions. The flash talks are not a prerequisite for approval as a formal presentation, but are encouraged unless there are unavoidable circumstances that flash talk cannot be given.
 - The method of conducting flash talks such as the order will be decided and announced by the conveners using the session mailing list. If you have any questions, please contact the convener directly.
 - For flash talk presentations, materials uploaded on Confit (e-posters in principle) will be displayed using the PC at the venue. If you wish to use a different material such as on-demand videos or additional materials, please let the venue staff know. In any case, please do not forget to upload your materials on Confit.
 - For poster-only sessions, flash talks are to be moderated by the conveners in the designated date and time. Please refer to the [schedule-at-a-glance](#) for the time and venue.
- **【Optional】 On-site poster presentation**
 - Participants who will be presenting posters on-site are requested to display their posters at the on-site venue and make their presentations (The core time will be in PM3). There will be no online broadcast.
 - Only on-site posters will be reviewed for poster presentations entered for the Outstanding Student Presentation Award. Please note that only presentations with on-site poster presentations will be reviewed for OSPA even if an e-poster has been uploaded.
 - The Meeting Organizing Committee is planning to provide an on-site poster display service for those poster presenters who are unable to attend on-site. For on-site poster display service, please send printed posters to the on-site venue (shipping costs are the responsibility of the customer).

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- An online briefing webinar session will be held for all presenters and participants in mid-May. Please join us.
 - If you are unable to participate in the meeting due to unavoidable circumstances, please contact the conveners using the designated mailing list. The JpGU office will not be able to resolve this matter.
- ※ The following three file formats can be uploaded. One or more of these will be combined to form the poster presentation material. **However, please note that if you upload only additional materials, we may not be able to issue a certificate of presentation.** Please upload e-posters and on-demand videos whenever possible.
- **e-poster** (JPEG, JPG, PNG, 10 MB/file, up to 100 files)
 - You can upload **from (Tu) 23 April**. Instructions and link for uploading will be sent (from noreply.confite@atlas.jp) to e-poster presenters who have already registered by 18 April.
 - Uploaded materials will be posted on Confit from 17 May (from this date, log in authentication is required to view Confit, so the materials will be available only to registered attendees) (Fig. 6). Display period will be from 17 May to one year after the meeting end.
 - There is no deadline for uploading and replacing presentation materials, but we recommend that you upload your presentation materials no later than three days before the start of the meeting (23 May) so that participants can view them before the meeting.
 - The content can be the same as the on-site poster. Upload each of your slides as a single file. 100 slides can be uploaded. The first page of slides will be displayed in the presentation space in Confit, and subsequent slides can be viewed in order.
 - Until the upload is complete, a temporary file titled "No Files have been uploaded" will be posted in the presentation space in Confit.
 - Downloading, copying, and printing are prohibited by the system.
 - **On-demand video** (MP4, MOV, WMV, AVI, the maximum size is 250 MB, up to 1 file)
 - ◇ If you wish to use on-demand video, please submit your request using the form below **by (Th) 18 April**.
Form: <https://forms.gle/pYxk4XZEX8bNoLnz6>
 - ◇ You can upload **from (Tu) 23 April**. Instructions and link for uploading will be sent (from noreply.confite@atlas.jp) to on-demand presenters who have already requested by 18 April.
 - ◇ Uploaded materials will be posted on Confit from 17 May (from this date, log

in authentication is required to view Confit, so the materials will be available only to registered attendees) (Fig. 4). Display period will be from 17 May to three months after the meeting end.

- ✧ There is no deadline for uploading and replacing presentation materials, but we recommend that you upload your presentation materials no later than three days before the start of the meeting (23 May) so that participants can view them before the meeting.
- ✧ Downloading and copying are prohibited by the system.
Until the upload is complete, a temporary file titled "No Files have been uploaded" will be posted in the presentation space in Confit.

➤ **Additional Materials** (PDF, JPEG, JPG, PNG, GIF, 10 MB/file, up to 10 files)

- You can upload **from (F) 17 May**.
- Log in to Confit and upload your additional materials to your own presentation space (file cabinet) (Fig. 5).
- If you use movies as additional materials, please upload the created movie to YouTube or other sites and post the URL in the space.
- Log in to Confit allows for viewing additional materials. Display period will be one year after the meeting end.
- It is not possible to prohibit downloading. Please use your own judgment when setting security settings for your files.
- If you are unable to make an oral presentation via Zoom due to connection problems, you can use this service.



Fig. 4: Viewing On-demand videos (sample)

Presenter supplemental information

Topics

[Add / Edit](#)

You can add topics or supplemental information for this presentation using text format. [\(Help\)](#)

File cabinet **Additional Materials**

[+ Add File](#)

Here, you can upload data of supplemental information for your presentation. [\(Help\)](#)
 File format: JPEG, JPG, PNG, GIF, PDF (Maximum size: 10MB, Maximum files: 10 files)

References

[+ Add References](#)

You can post up to 20 References. [\(Help\)](#)

Fig. 5: Additional materials upload (sample)

Japan Geoscience Union Meeting 2024 On-site : MAKUHARI MESSE, Chiba, Japan
 MAY 26 - 31, 2024 For a Borderless World of Geoscience Online : all over the WORLD

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General information

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Presentation information

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Poster

[DEMO3] Test session (e-poster)

On-site : Sun, May 26, 2024 12:00 PM Room 1 (1F Main Hall)

Chairperson AAA (3 Univ.)

[DEMO3-1] test(e-poster)

○Taro Yamada¹, Hanako Yamada², Jiro Yamada³
 (1.○○Univ, 2.××Univ, 3.△△Univ.)

e-poster

S A M P L E

Click

< 1/1 >

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Meetings in the past

Fig. 6: Viewing e-posters (sample)