

# ONLINE CONF Procedure Manual

Basic Function

AGRI SMILE, Inc.  
ONLINE CONF Office

# 1. Basic Function

## 1. Dashboard

- a. **General Announcement**: Check the announcements from the secretariat.
- b. **Comments&Replies**: Check the comments to your presentation and the replies to your comments.
- c. **Timetable**: Move to the timetable of presentation.
- d. **Favorite Presentation**: View the presentations you saved as bookmark("Favorite").

## 2. Edit Profile

## 3. Participants List

## 4. See My Message Board

# 1. Dashboard

“Dashboard” is the page you can view after you login.  
You can move to various pages from Dashboard.

The screenshot shows the dashboard for the 44th Annual Meeting of the Molecular Biology Society of Japan. The interface includes a dark sidebar on the left with navigation icons for Dashboard, Timetable, Sponsored online exhibition, Participants, and Manual. The main content area is divided into several sections: General Announcement, Comments & Replies, Timetable, and Inquiry. Three red callout boxes provide instructions: the first points to the 'General Announcement' section, the second points to the 'Comments & Replies' section, and the third points to the 'Replies' button within the 'Comments & Replies' section.

ONLINE CONFERENCE The 44th Annual Meeting of the Molecular Biology Society of Japan

Dashboard

Timetable

Sponsored online exhibition

Participants

Manual

General Announcement

There are no announcements.

Comments & Replies

Replies

Comments To Your Presentation

You will be notified by

Timetable

Oral Presentation >

The presentations you favorite will be displayed here.

Inquiry

There are no inquiries at this time.

AS Manager

General Announcement :  
Check the announcements from the secretariat.

Comments&Replies:  
Check the comments to your presentation and the replies to your comments.

Notice that you get the reply to your comments.

# 1. Dashboard

## Timetable

Move to the timetable of presentation. You can search the presentations on the timetable.

[Oral Presentation >](#)

[Poster Presentation >](#)

## Favorite Presentation

産地のデータが、産地をつくる  
—AGRI Suite—

株式会社AGRI SMILE  
発表者3 太郎

免疫ふしぎ未来 意見交流場体験

—  
不思議未来 太郎

農業における栽培技術の伝承を目的としたVR教育ソリューション

株式会社AGRI SMILE  
発表者2 太郎

View the presentations you saved as bookmark("Favorite"). Click and move to each presentation page.

# 2. Edit Profile

You can check and edit your profile.

The screenshot shows the ONLINE CONFERENCE dashboard interface. On the left is a dark sidebar with navigation icons for Dashboard, Timetable, Sponsored online exhibition, Participants, and Manual. The main content area is titled 'Dashboard' and contains several sections: 'General Announcement' (no announcements), 'Comments & Replies' (with buttons for 'Replies' and 'Comments To Your Presentation'), 'Timetable' (with buttons for 'Oral Presentation >' and 'Poster Presentation >'), and 'Inquiry' (no inquiries). In the top right corner, it shows '1 people online' and the user 'AS Manager' with a profile icon. A red callout box with a white background and red border points to the profile icon, containing the text: 'Click the icon on the upper right of the screen.'

# 2. Edit Profile

You can check and edit your profile.

The image shows a user dashboard interface. On the left is a dark blue vertical navigation menu with icons and labels for 'Dashboard', 'Timetable', 'Sponsored online exhibition', 'Participants', and 'Manual'. The main content area is white and contains several sections: 'Dashboard' with a grid icon, 'General Announcement' with a message 'There are no announcements.', 'Comments & Replies' with buttons for 'Replies' and 'Comments To Your Presentation', 'Timetable' with buttons for 'Oral Presentation >' and 'Poster Presentation >', and 'Inquiry' with a message 'There are no inquiries at this time.'. On the right side, a dropdown menu is open, listing 'Edit Profile', 'Issue Certificates', 'Security Message Board', 'Managers' Dashboard', and 'Sign Out'. A red box highlights the 'Edit Profile' option, and a red arrow points from it to a callout box that says 'Click "Edit Profile"'. The callout box is a rounded rectangle with a red border.

# 2. Edit Profile

You can check and edit your profile.

**所属団体等**

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所属団体属性  
大学

研究室名  
オンライン学会研究室

職位  
なし

種別 (評価者、発表者、参加者より選択してください)  
参加者

キーワード登録(ご自身の興味のあるキーワードを登録してください)

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カテゴリ  
カテゴリ

キーワード  
キーワード, キーワード, キーワード, キーワード

**登録情報 (非公開)**

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基本情報

メールアドレス  
abc@mail.com

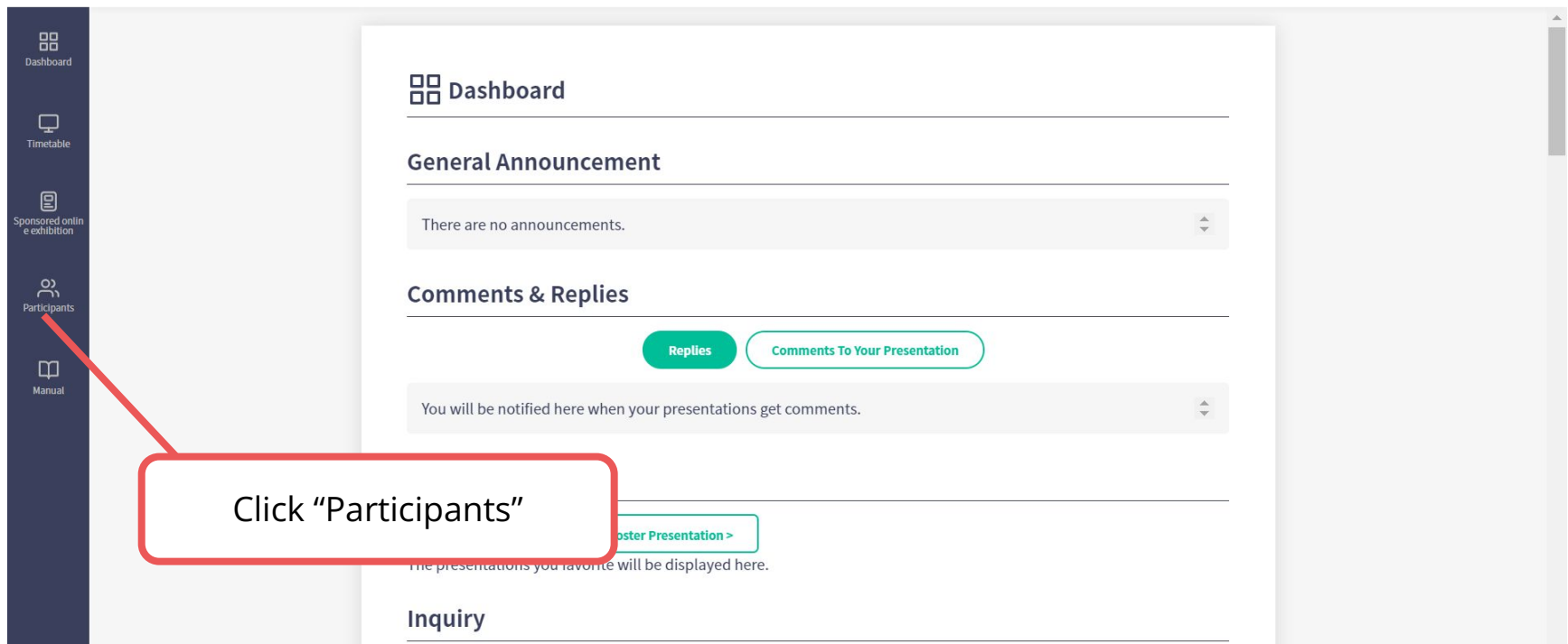
パスワード  
\*\*\*\*\*

編集

Click "EDIT" on the bottom of the page and edit your profile.

# 3. Participants List

You can see the profile of participants and send messages to them.



Click "Participants"



# 3. Participants List

You can see the profile of participants and send messages to them.

Switch  
Presenter/Participants(Audience)

See his/her presentations






Search the participants

## User List

Reset Search Condition

Search Users

Presenter Participant

Name	Affiliation	Dept./Lab.	Position	Interested In	Presentations
 参加者 太郎	管理				<a href="#">Presentations</a> <a href="#">Send Message</a>
 発表者50 太郎	管理				<a href="#">Presentations</a> <a href="#">Send Message</a>
 発表者49 太郎	管理				<a href="#">Presentations</a> <a href="#">Send Message</a>
 発表者48 太郎	管理				<a href="#">Presentations</a> <a href="#">Send Message</a>
 発表者47 太郎	管理				<a href="#">Presentations</a> <a href="#">Send Message</a>

You can post the message to his/her message board.

(Your message will be published to those who come to the same message board.)

# 4. See My Message Board

You can check the message to you from the other participants  
✂️When you get the message, the same contents will be notified by Email.

The screenshot displays the 'ONLINE CONFERENCE' interface. On the left is a dark sidebar with navigation icons for Dashboard, Timetable, Sponsored online exhibition, Participants, and Manual. The main content area is titled 'Dashboard' and contains several sections: 'General Announcement' (no announcements), 'Comments & Replies' (with buttons for 'Replies' and 'Comments To Your Presentation'), 'Timetable' (with buttons for 'Oral Presentation >' and 'Poster Presentation >'), and 'Inquiry' (no inquiries). In the top right corner, there is a status bar showing '1 people online' and a user profile for 'AS Manager'. A red callout box with a white background and a red border points to the user profile icon, containing the text: 'Click the icon on the upper right of the screen.'

# 4. See My Message Board

You can check the message to you from the other participants  
※When you get the message, the same contents will be notified by Email.

