
COSIM 2021

An International Symposium on Co-Simulation and Solver Coupling in Dynamics

Online event – May 24 and 25, 2021

Technical Information

COSIM 2021 will be an online event held through the **Microsoft Teams** platform provided by University of A Coruña. The present document contains useful information regarding the development of the Symposium sessions in this platform.

If you have any technical issues during the Symposium, please contact **Prof. Alberto Luaces**, either via e-mail (alberto.luaces@udc.es) or through the Microsoft Teams chat.

1. Connecting to Teams

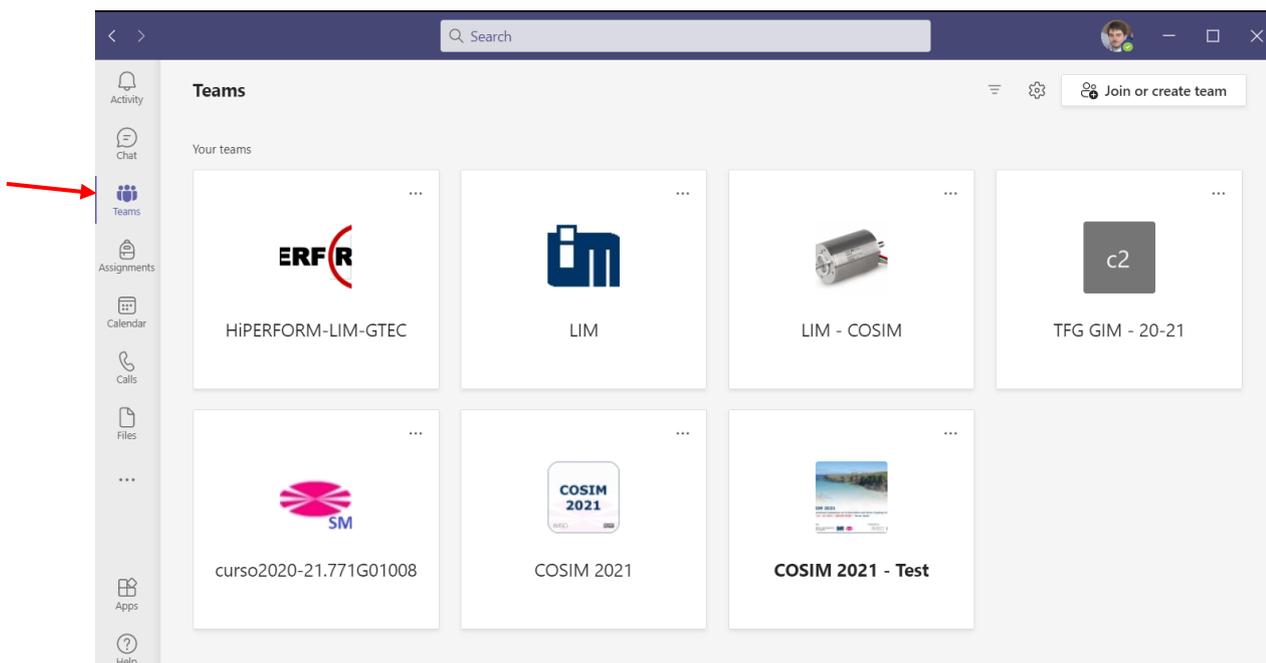
All registered participants should have received an e-mail with an invitation to join the COSIM 2021 group in the Teams platform of University of A Coruña. The content of this e-mail should look like the image below:



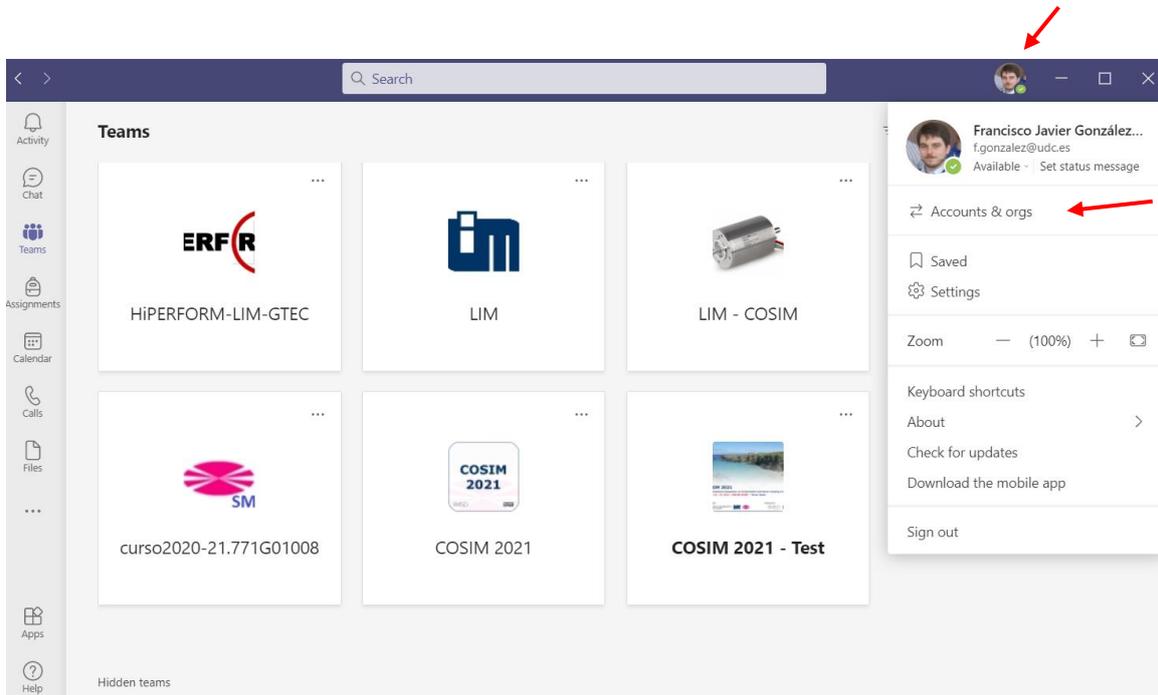
If you have not received this invitation, please contact the local organizing committee at your earliest convenience.

You may join the team using the online Teams application, but we encourage you to download and install it on your computer.

Once you are logged in, you should be able to find the COSIM 2021 team on the "Teams" tag on the left side of the screen:

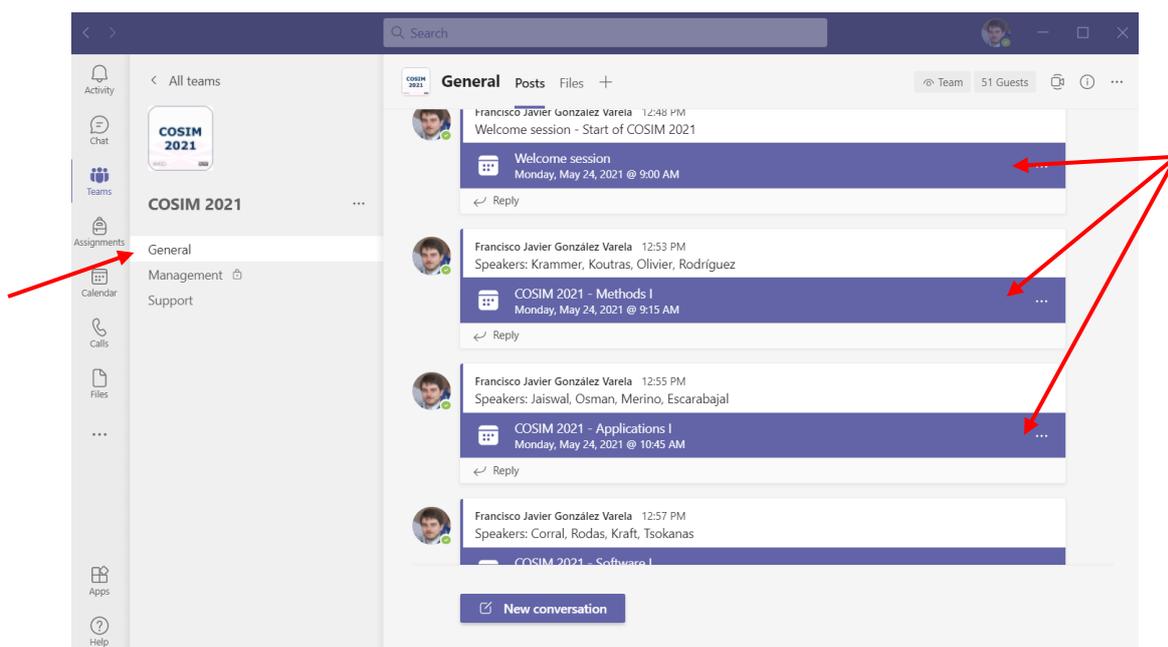


If you already have a Teams account in your institution, it is possible that you cannot find the COSIM 2021 in your list of teams. You may have to toggle between your institution and University of A Coruña in order to see the COSIM 2021 group. You can do this by clicking on your profile picture at the top right corner of the screen, and selecting "Accounts & orgs":

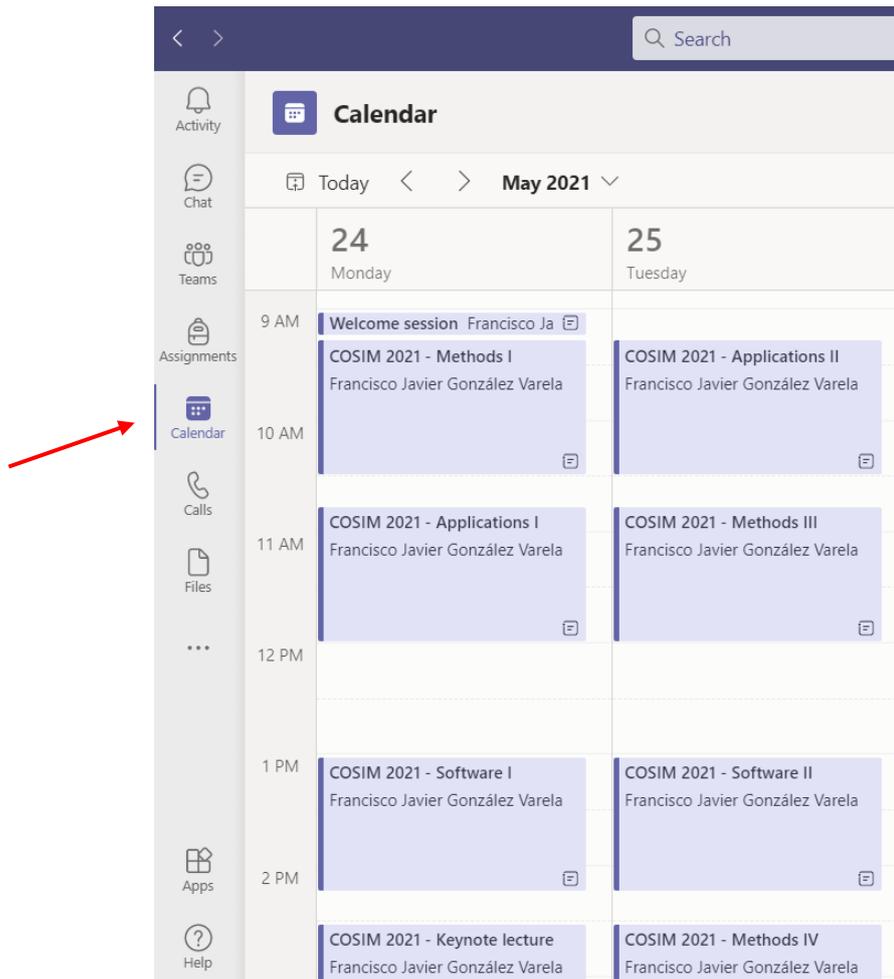


2. COSIM 2021 Sessions

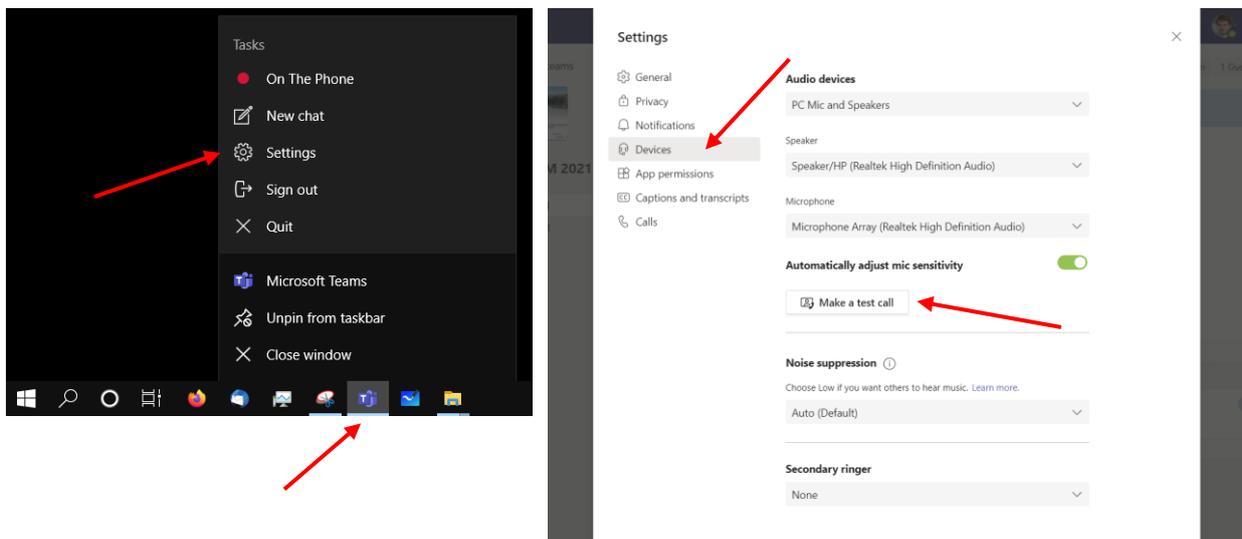
A Teams meeting has been assigned to each COSIM 2021 session. The meetings can be accessed from the "General" channel in the COSIM 2021 Team:



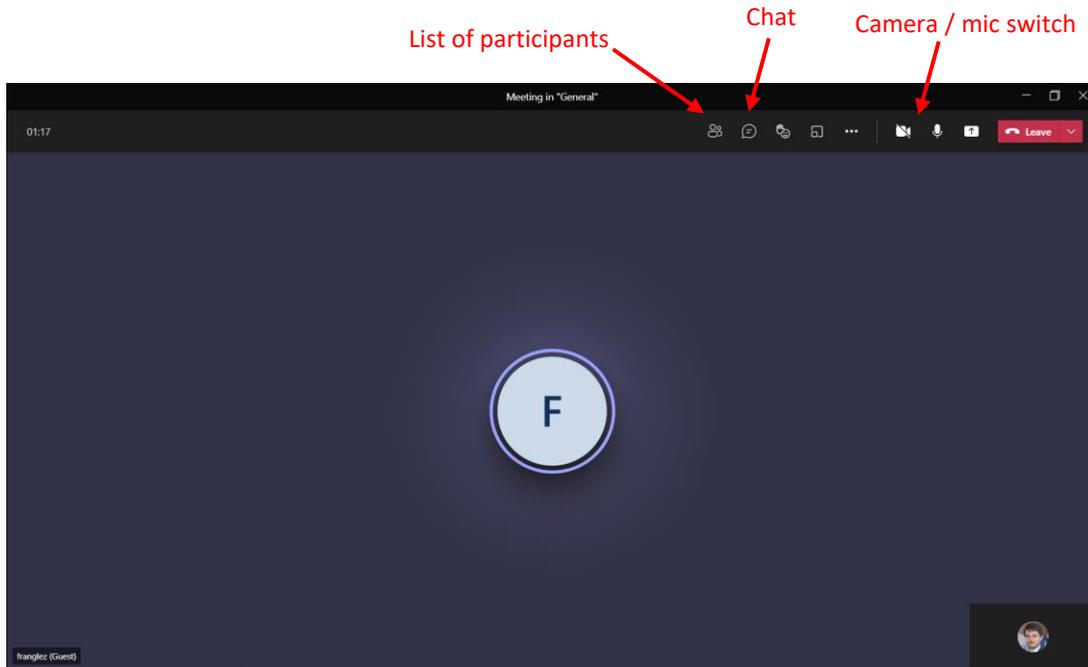
The session meetings can also be accessed through the “Calendar” tag on the left side menu:



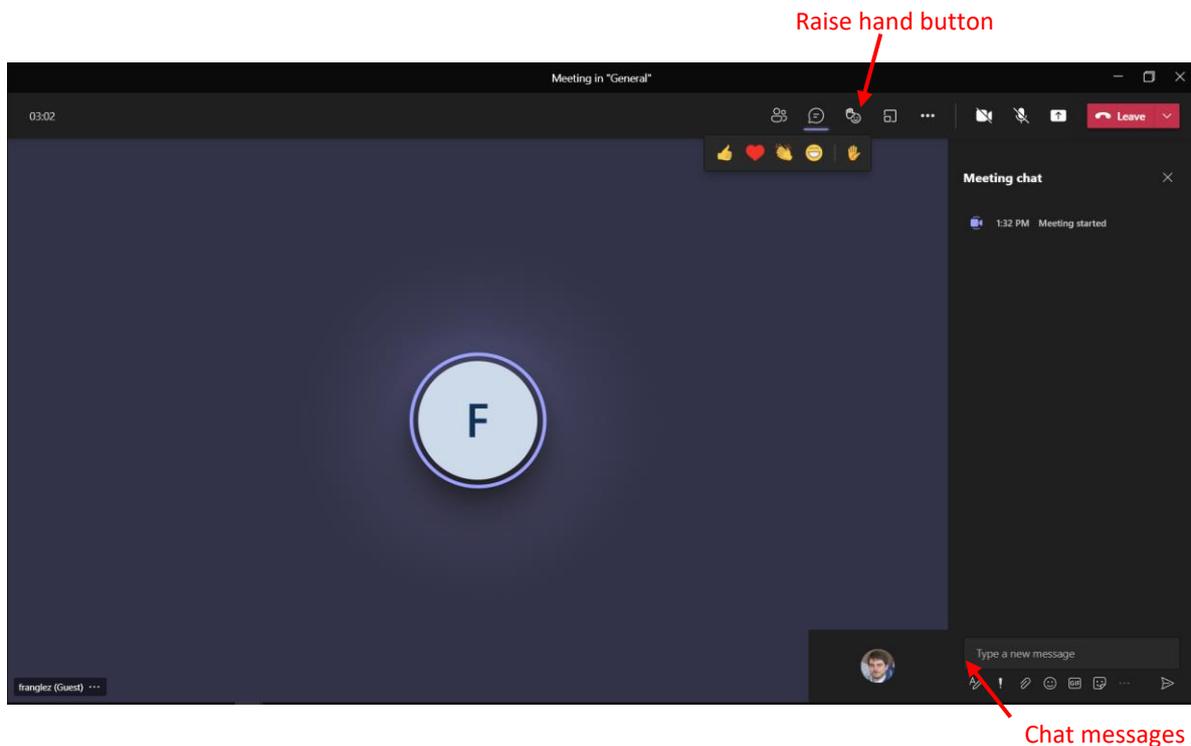
Before joining the meetings, you can verify that your microphone and speakers are working properly by conducting a **test call**. This can be done right clicking the “Teams” icon on your computer taskbar and selecting “Settings”, tag “Devices”.



After a short introduction, the presentation videos will be played by the chairmen. You will have access to a series of icons to display the list of meeting participants, turn off/on your microphone and camera, and access the meeting chat.

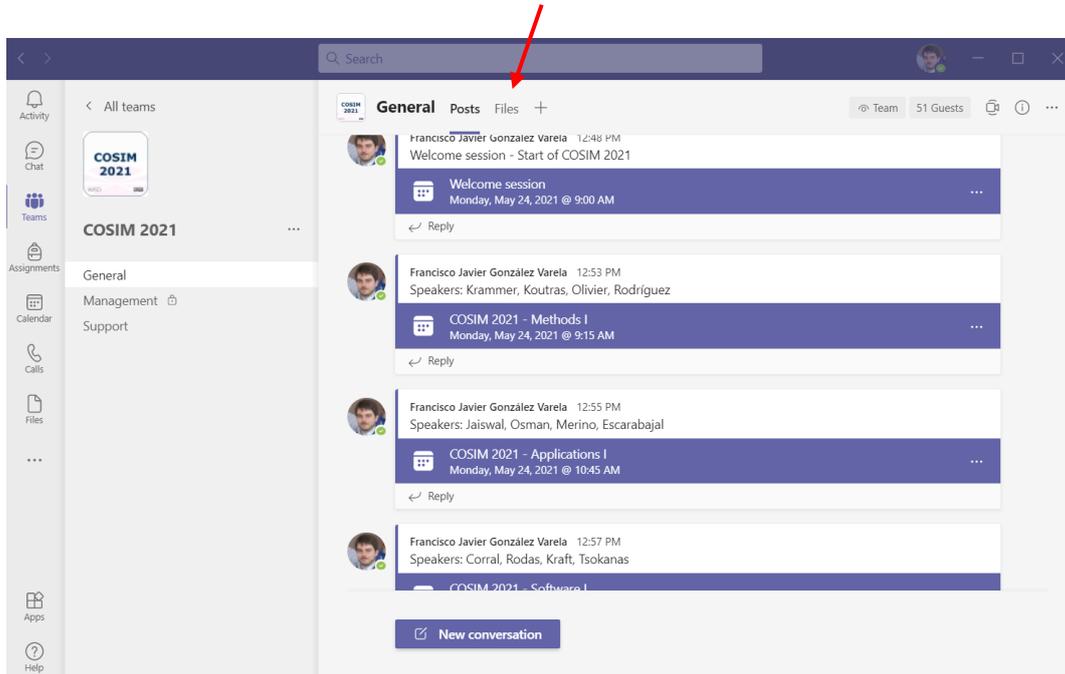


After the videos have aired, there will be a 15-minute questions & answers period, moderated by the organizers. It is possible to write questions for the speakers in the group chat; if so, please indicate to which speaker the question is addressed. They will be read by the chairmen during the Q&A period. You can also ask questions "raising your hand" at any time during the presentations. The chairmen will use this signal to let you start a conversation with the speakers during the Q&A time.



3. Files

COSIM 2021 files will be accessible for the attendees in the “Files” section of the “General” channel of the event.



These include the book of abstracts and program of the Symposium, and this document. After the sessions have been held, most presentation videos will also be available there.