

# MANUAL FOR THE PARTICIPANTS

## Dear Sir or Madam,

We present a short manual, which should make the the platform Kampus Projekty more available to you

The platform can be found under the adress: <a href="https://kampus-projekty.ckc.uw.edu.pl/">https://kampus-projekty.ckc.uw.edu.pl/</a>

Direct link to the conference: <a href="https://kampus-projekty.ckc.uw.edu.pl/course/view.php?id=3">https://kampus-projekty.ckc.uw.edu.pl/course/view.php?id=3</a>



# Posters can be uploaded on the platform

June 26th (12:00) - June 28th (23:59)

# Contents

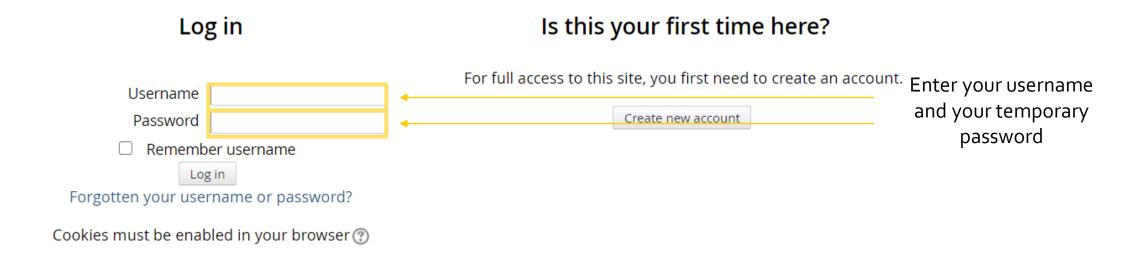
- 1. Account activation
- 2. Completing of the profile
- 3. Author guideline
- 4. Poster uploading
- 5. Discussion with other participants



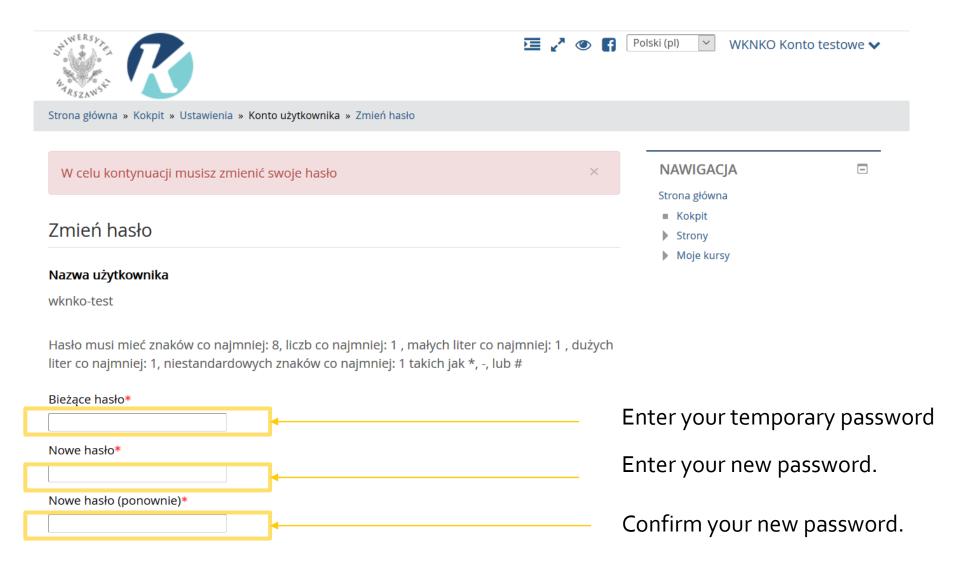
# Account activation

# Account activation

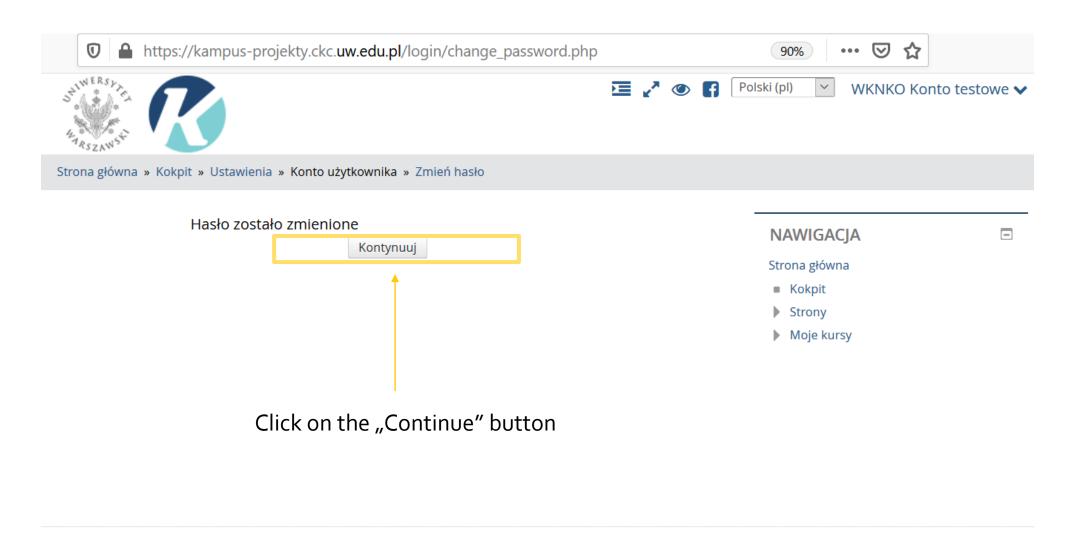
- You will recieve an e-mail with your username, a temporary password and a link to the platform
- Click on the link: <a href="https://kampus-projekty.ckc.uw.edu.pl/login/">https://kampus-projekty.ckc.uw.edu.pl/login/</a> to access the platform



## You will be asked to change your password



You will see the message "Hasło zostało zmienione". Then click on the "Kontynuuj" button.



# The main page of the conference



## Pierwsza Wirtualna Konferencja Naukowa Kampusu Ochota

Forum aktualności

#### Program / Programme

- 30 czerwca I dzień konferencji / 30 June 1st day of conference
- 01 lipca Il dzień konferencji / 01 July 2nd day of conference

#### **NAVIGATION**

#### Home

- Dashboard
- Site pages
- Current course

#### pwknko

- Participants
- ▶ Program / Programme
- Wykłady plenarne / Plenary lectures
- Sesja posterowa / Poster session
- Książka abstraktów / Book of abstracts
- My courses

# Changing your profile

To add your profile picture, click on your name, on the right side of the main page of the conference

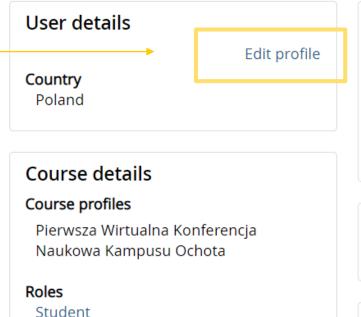


Go to "My profile".





Click on "Edit profile".



#### Miscellaneous

Full profile

Blog entries

Forum posts

Forum discussions

Learning plans

### Reports

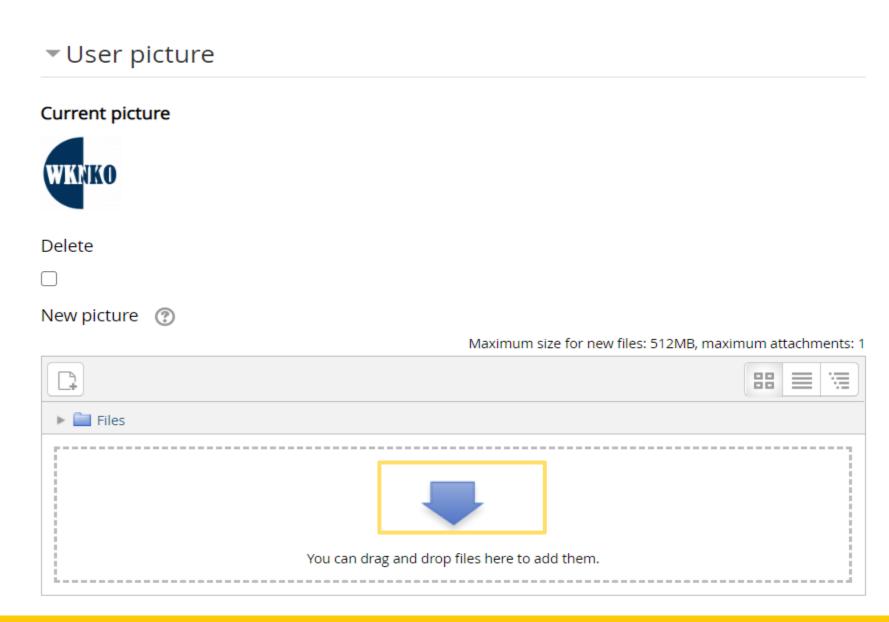
Browser sessions

## Login activity

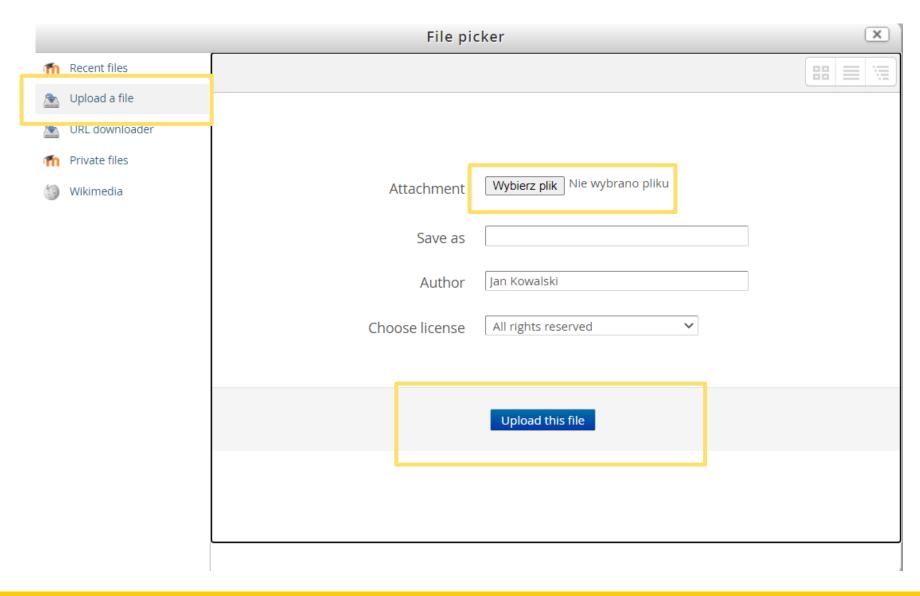
Last access to course

Tuesday, 23 June 2020, 10:24 PM (1 sec)

You will find "User picture" section, click on the blue arrow at the bottom of the section



• You will see "File picker" window, click on "Upload a file", and then "Browse". To confirm the action click on "Upload this file".

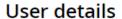


• You will see your picture in "User picture" section. To confirm the action click on "Update profile". ▶ Additional names ▶ Interests ▶ Optional Update profile

To go back to the main page of the conference "pwknko" on the right side, in "Navigation" section.



## Jan Kowalski



Edit profile

#### Country

Poland

#### Course details

#### Course profiles

Pierwsza Wirtualna Konferencja Naukowa Kampusu Ochota

#### Roles

Student

#### Miscellaneous

Full profile

Blog entries

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## Reports

**Browser sessions** 

## Login activity

#### Last access to course

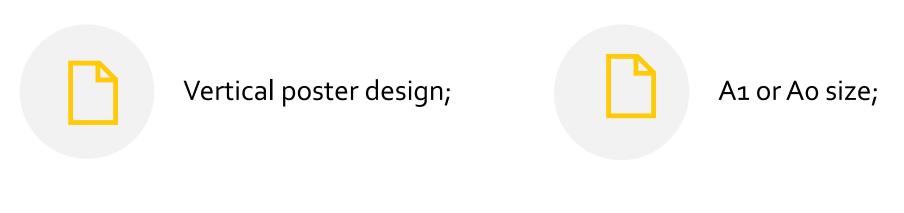
Tuesday, 23 June 2020, 10:31 PM (now)

## \_ **NAVIGATION** Home Dashboard Site pages Current course pwknko Participants Course blogs Jan Kowalski Program / Programme Wykłady plenarne / Plenary lectures Sesja posterowa / Poster session Książka abstraktów / Book of abstracts My courses **ADMINISTRATION**

Course administration

# Instructions for posters' Authors

# Instructions for posters' Authors





Pdf file up to 10 Mb



Graphical file format (\*.jpg; \*.png) size 900 x 1600 (autoscaling is available);

# Poster uploading

• Go to the desired section in "Poster session" tab, E.g. "Biological Sciences".



Click on "Add a new discussion topic" button.

# Nauki Biologiczne / Biological Sciences

Add a new discussion topic

(There are no discussion topics yet in this forum)

## Nauki Biologiczne / Biological Sciences

▼Your new discussion topic



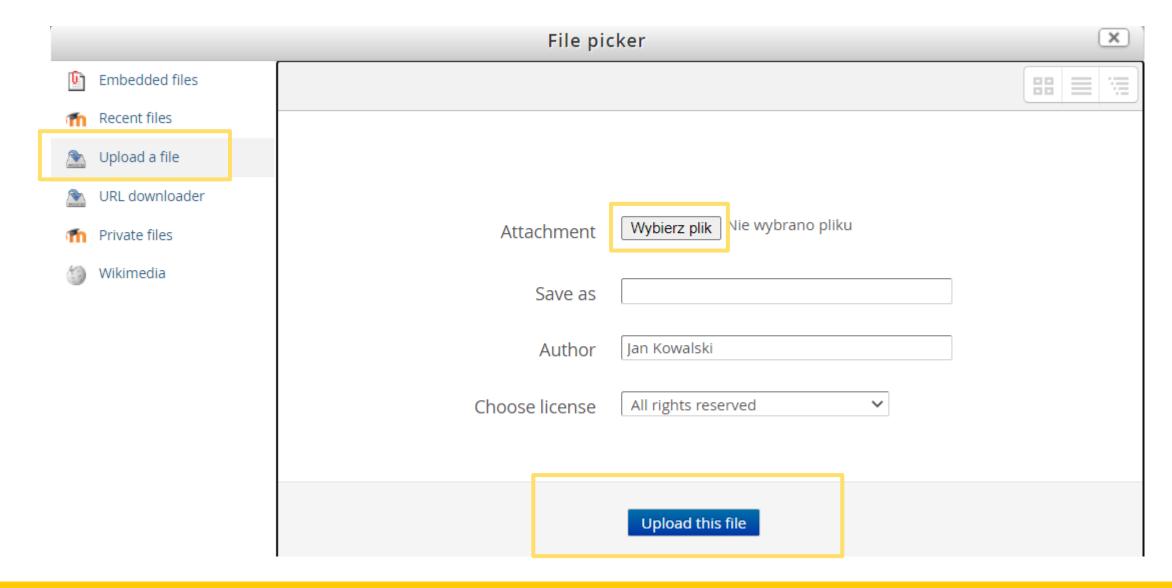
Uploading your poster in graphical file format



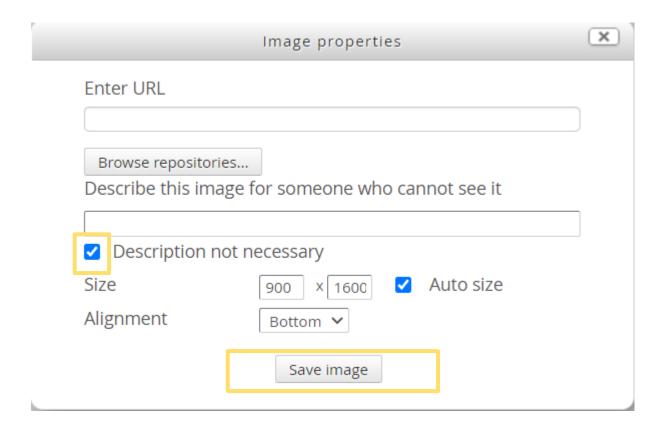
After you have clicked on the "Picture" icon you will see "Image properties" window. Click on "Browse repositories" button.

	Image properties	×
Enter URL		
	age for someone who cannot see it	
<ul><li>Description r</li></ul>	not necessary	
Size	x Auto size	
Alignment	Bottom ✓ Save image	

 You will see "File picker" window. Click on "Upload a file" button, and "Browse" button. To confirm the action click on "Upload this file" button.



Check "Description not necessary" box, and click on "Save image" button to confirm the action.



You will see the uploaded poster "Message" section.

#### Nauki Chemiczne / Chemical Sciences

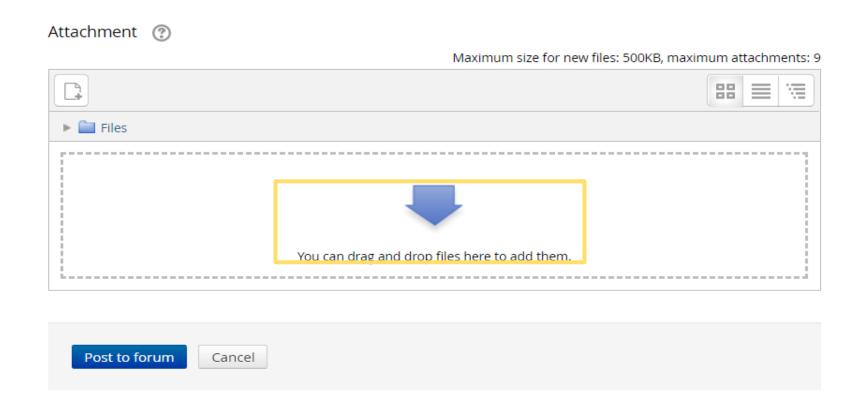
▼ Twoja nowa dyskusja



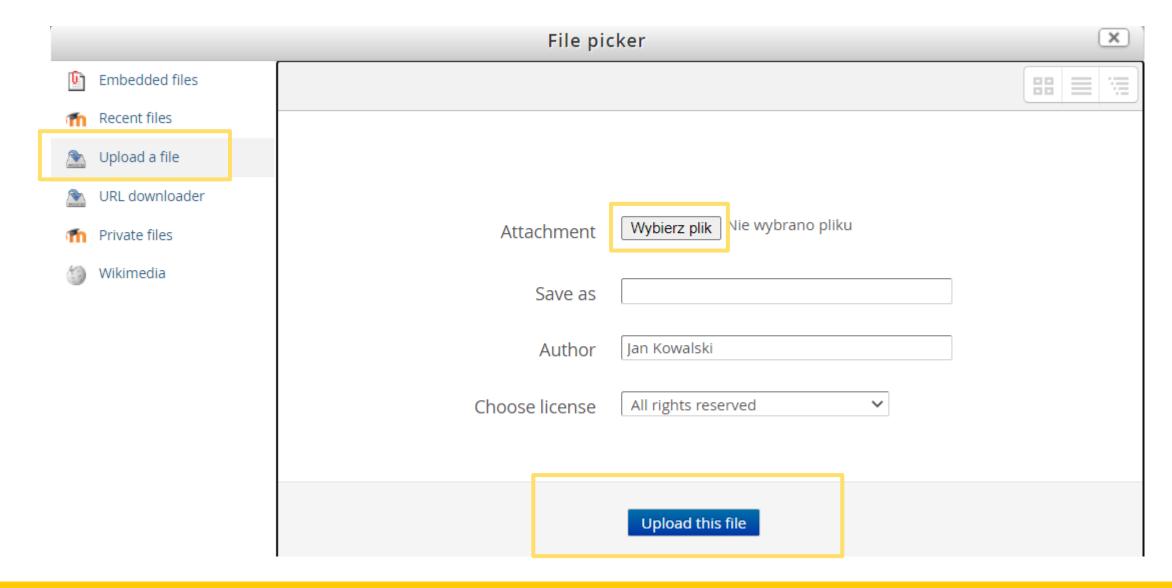
Subskrypcja dyskusji 🕐



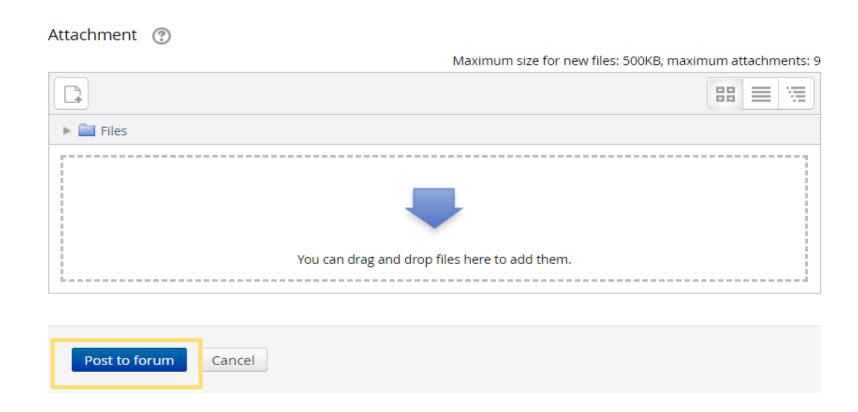
Click on the blue arrow in "Attachment" tab to upload your poster in pdf file format.



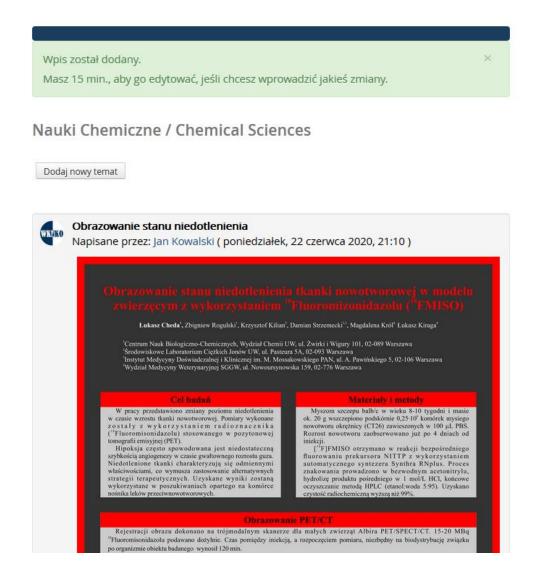
 You will see "File picker" window. Click on "Upload a file" button, and "Browse" button. To confirm the action click on "Upload this file" button.



Click on "Post to forum" button.



• You have compleated the process. Now you have 15 minutes to apply any changes to your poster, if necessary.



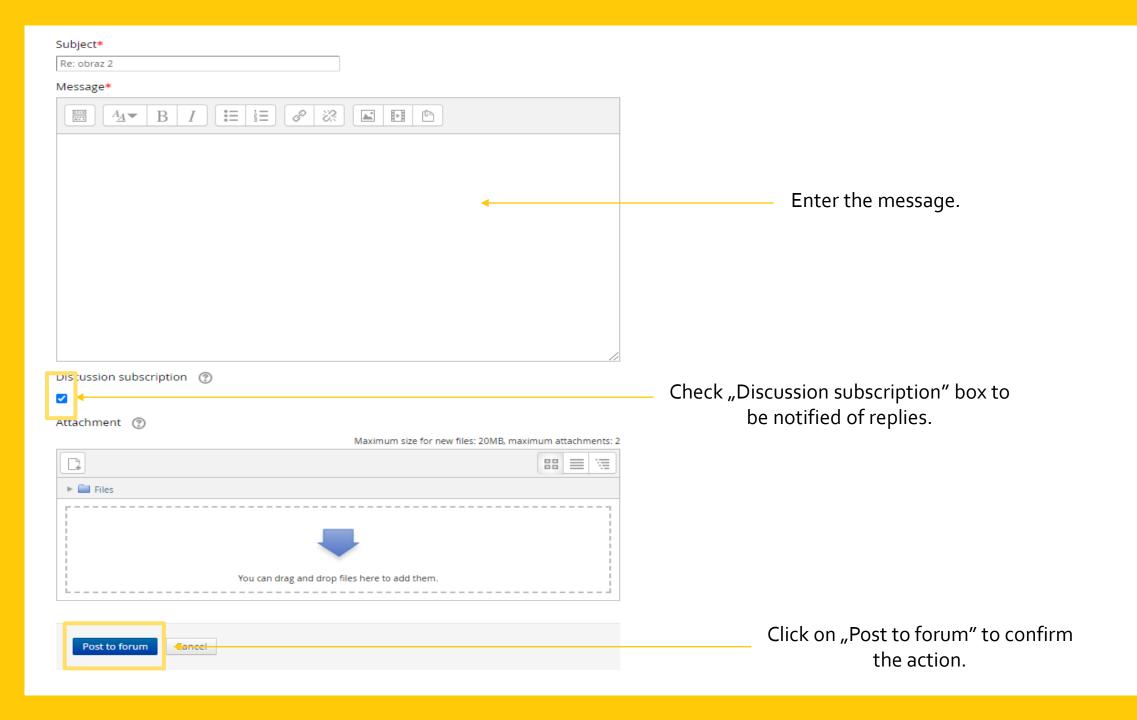
# Disscusion with other participants

Click on the "Discuss this topic" button to start the discussion with the author. You will see the buton below every poster.



Click on "Reply" button.





# THANKYOU FOR ATTENTION



wknko@uw.edu.pl