

## WEBINAR AGENDA AND INSTRUCTIONS

**Nordic Master information session on Wednesday 30 August 2017 at 13:00 EET** (Finnish time). The session will be arranged as a webinar. Instructions on how to attend the webinar are attached.

Agenda:

13:00-13:15 Registration and technical check

13:15-14:00 Presentation of the Nordic Master: Background, Goals and Criteria

14:00-14:15 Break

14:15-15:30 Presentation of the application form

**To stay informed** on the Nordic Master programme, please **join our e-mail list** at: <https://lists.cimo.fi/mailman/listinfo/nordicmaster-program> or subscribe in the registration form and we will do it for you. More information on the Nordic Master programme is available at our website [www.nordicmaster.org](http://www.nordicmaster.org).

Kind regards

Kenneth Lundin

Programme Manager, EDUFI

ENCL.      Technical instructions for attending the webinar

## Instructions for using the Adobe Connect (AC) meeting room (distance meeting)

**Please make sure, by using the assistance of your own organizations' IT support, that your equipment and programs enable you to participate in the AC meeting.**

- Participating in the AC meeting does not require installing a separate program or a web camera. However, the **latest version of Flash player** is needed. Also, you need to have your speakers on.
- To attend the meeting **sign in as a Guest** in AC at: <https://cimo.adobeconnect.com/nordicmaster>
- **Your name** will be visible in the meeting menu and you are requested to give it in the following format: **first name + last name + organisation**, when signing in.
- You may enter the meeting room on Wednesday **30 August 2017 from 13:00 EET** (Finnish time). We will test the connection, before the meeting commences.

### Other tips:

- Should you get the following message: "An application tried to act as an Internet server" from F-Secure or other security system, please choose "Allow".
- Should the connection be poor, please shut down all other programs on your computer and sign in to the AC meeting again. It is recommendable to use a cable when connecting to the internet (wireless connections are more insecure).
- Please make sure that your organisations' IT support is at hand during testing and when you attend the meeting.

### At the meeting room:

- The participants may pose **questions in the chat** or **send them before the meeting** by submitting the question(s) in the registration form or e-mailing them to the meetings' organizers.
- In principle, the questions are answered at the end of the presentations.
- Please make sure that you formulate your question clearly, so that they may be answered also at a later stage of the meeting.

If necessary, you may contact Ms. Outi Tomperi +358 295 331 654 before the meeting.