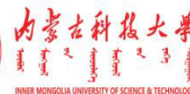




GFSNP 2026

The 16th Symposium on Generating Functions of Special Numbers and Polynomials and their Applications

Inner Mongolia University of Science and Technology
Baotou City – Inner Mongolia, CHINA
August 20–25, 2026



GFSNP 2026 SYMPOSIUM VIRTUAL CONNECTION GUIDE Guidelines

1. GFSNP 2026 Virtual Symposium Room

Only online talks within GFSNP 2026 will be hosted in one Virtual Room (GFSNP 2026 Virtual Hall). Connection to Virtual Room will be available via “Microsoft Teams”.

Please click one of the following links for attending the virtual room that you want:

GFSNP 2026 Virtual Hall:

https://teams.microsoft.com/l/team/19%3A3P0T9_H0BqNW1_EQLvr7R-WPgK1EczjMzuqtwl-IGUI1%40thread.tacv2/conversations?groupId=78d50194-b3af-42f1-8a8f-1ae5787d5a63&tenantId=14ed001d-b0d4-4dcc-9446-0d74f496f1e4

IMPORTANT NOTE

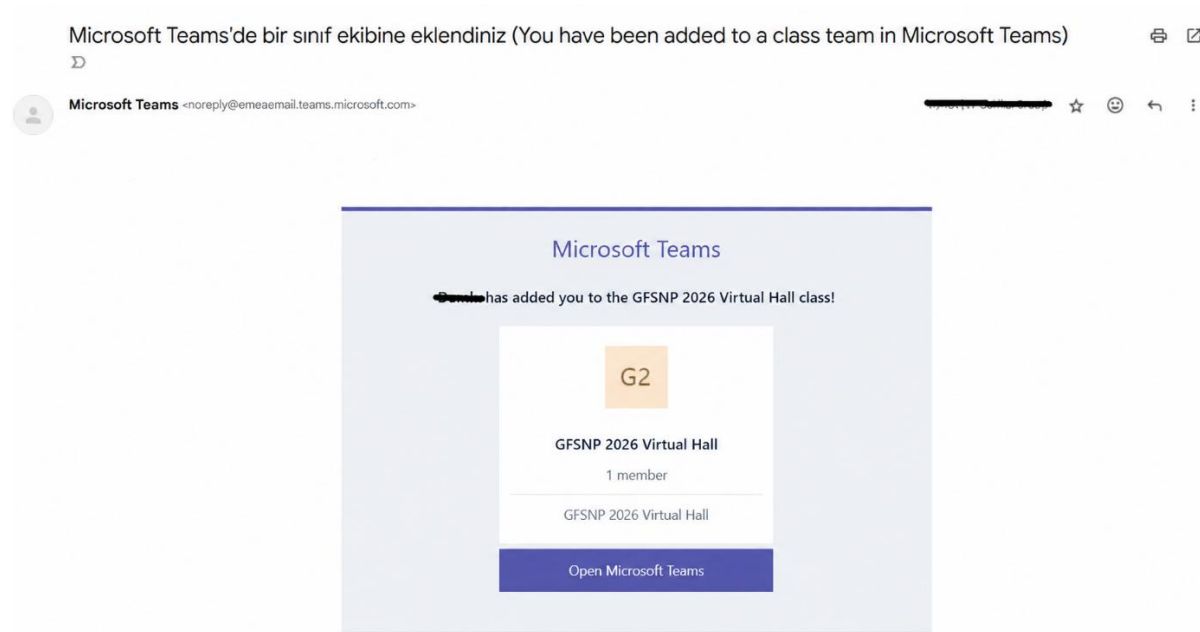
- For online presentations within GFSNP 2026, you need to follow the instructions at the virtual connection guide which will be sent to you as soon as the committee identifies your emails in the team of the virtual hall. Note that you may receive an email that states you were added as a member to the virtual hall soon.

- **The online presentations will be followed by the chairman of the virtual hall. Please do not start a meeting except for the authorized person.**
- **The participants, who will make a presentation in the same session, are required to join the session from beginning to end of the relevant session. Because, in case one of the participants in the same session cannot attend, the chairman of the relevant session may ask for the next speaker to continue with their talk.**

2. Join a meeting on the web application of “Microsoft Teams”

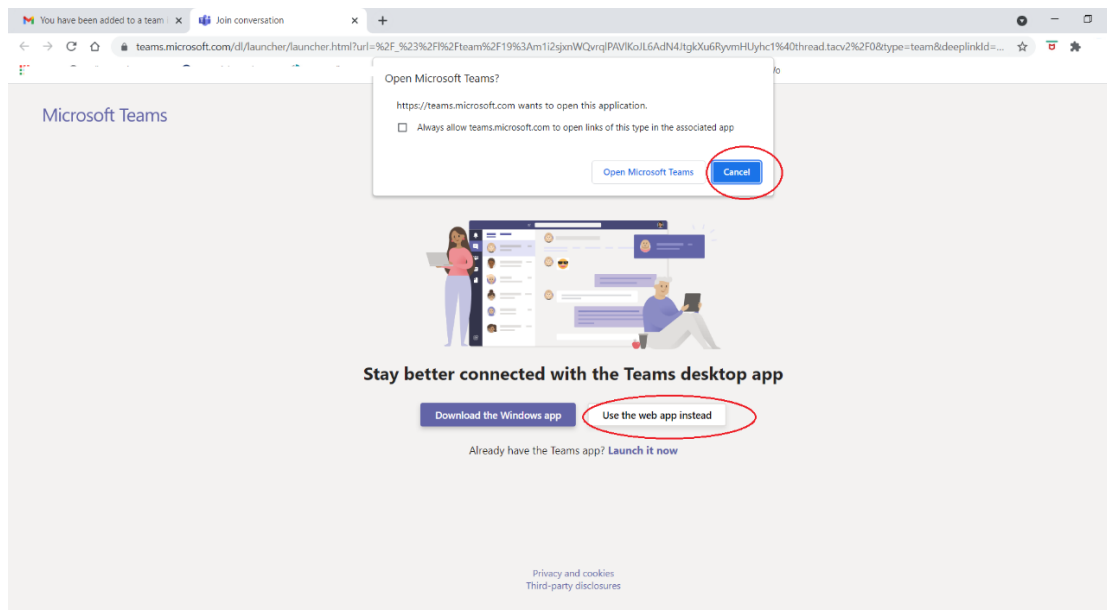
In order to join virtual presentations, please follow the steps below:

1. The organizing committee has already added you to a teams (hall), entitled “GFSNP 2026 Virtual Hall”, in Microsoft Teams platform, and then you received an email which invite you to join our symposium meeting. (For details, see the attached guide).
2. In the email content, you may find a button “Open Microsoft Teams”.
3. **Click this button to join the team**, entitled “GFSNP 2026 Virtual Hall”.

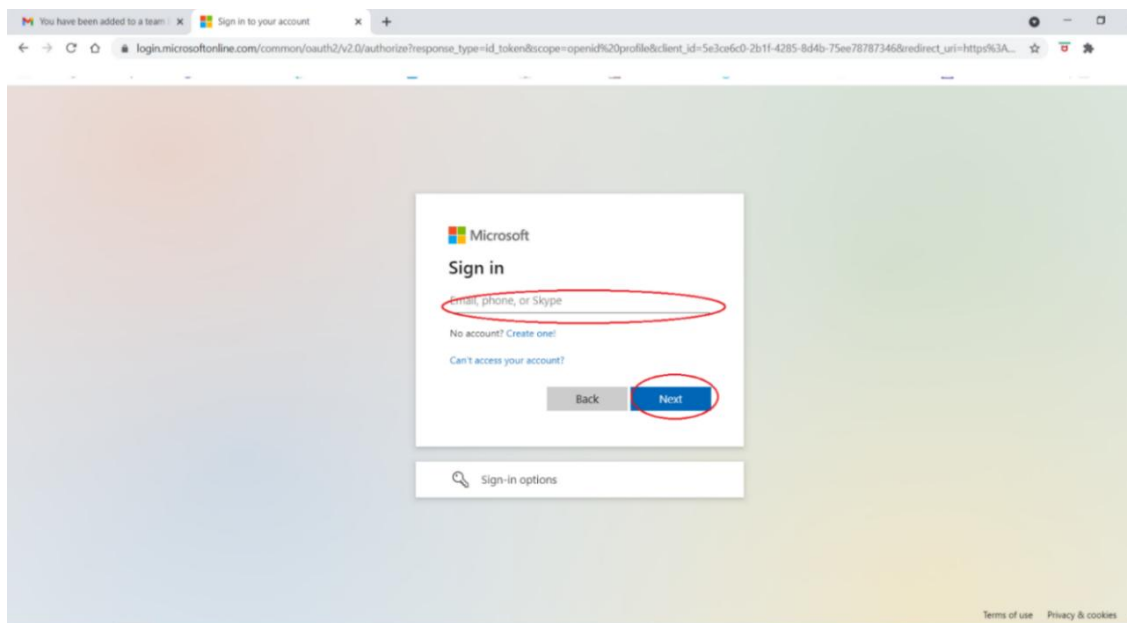


4. After clicking, button “Open Microsoft Teams”, you have three choices:
 - a. **Download the Windows app:** Download the desktop application of “Microsoft Teams”.
 - b. **Continue on this browser:** Join a Teams meeting on the web.
 - c. **Open your Teams app:** If you already have the Teams app, go right to your meeting.

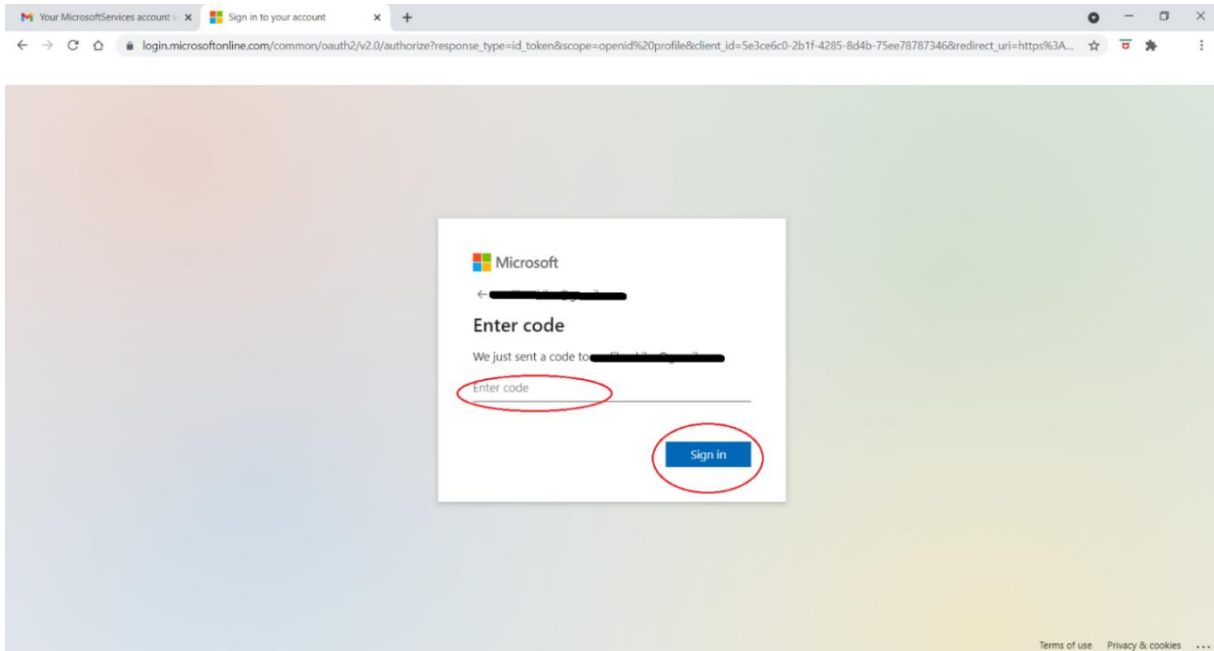
Please, click "**Cancel**" on the Open Microsoft Teams" page on the first screen. Then choose "**Use web app instead**".



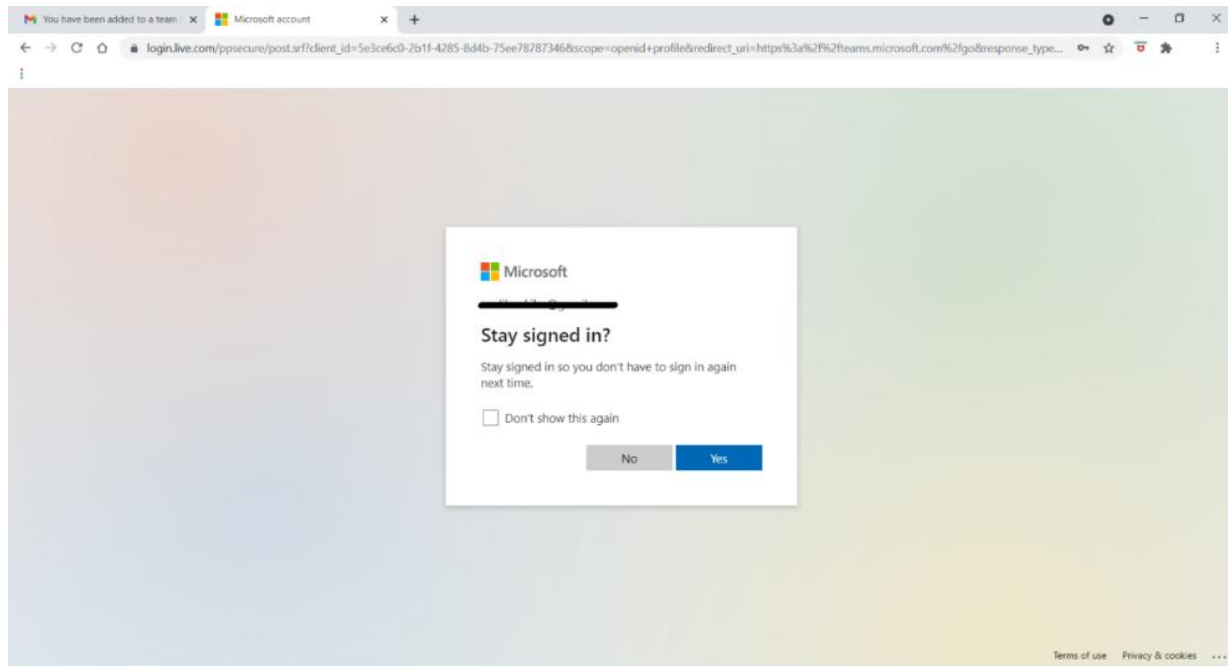
5. Enter your email address and password to which the invitation sent. Then click send code.



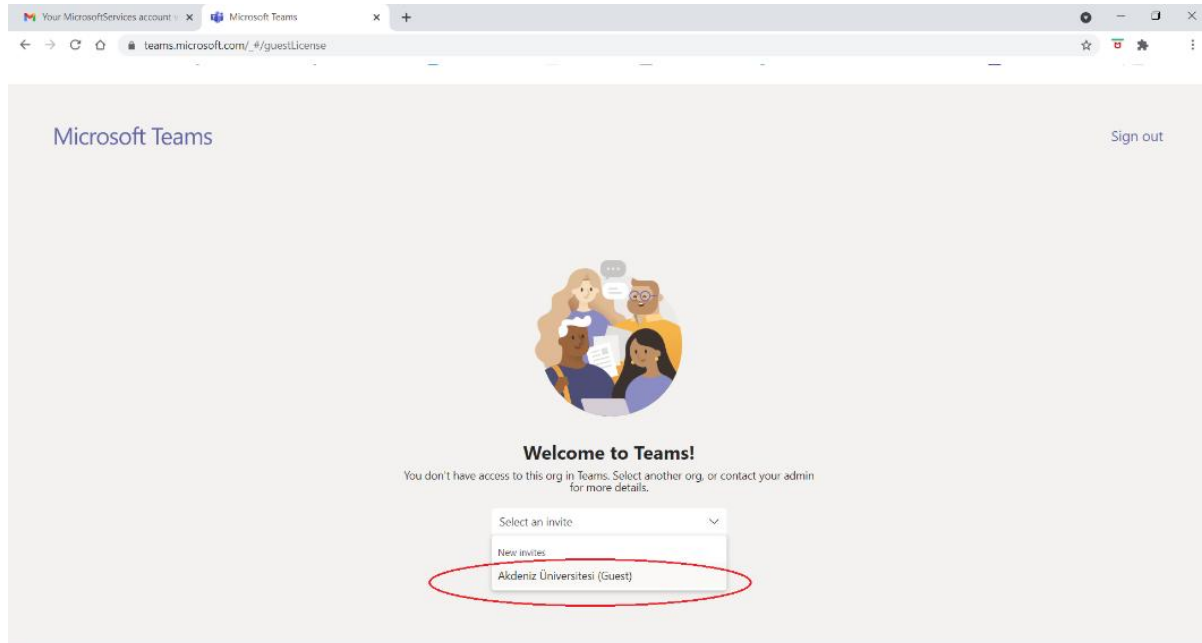
6. Enter your code sent to your email. Then click the sign in.



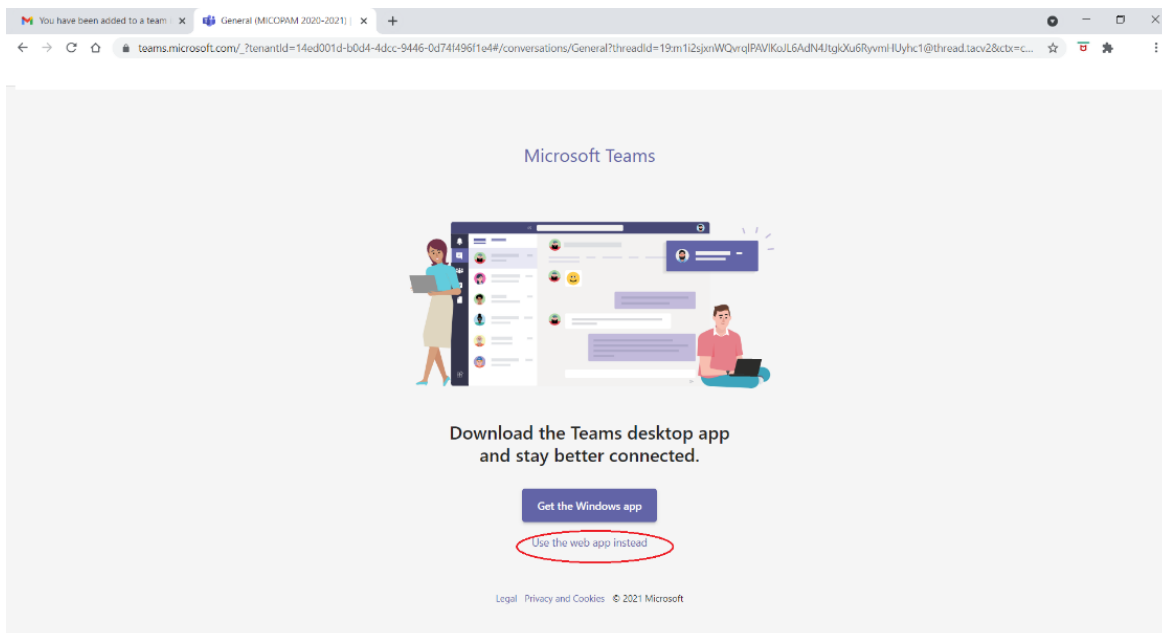
7. Choose one of the two options below.



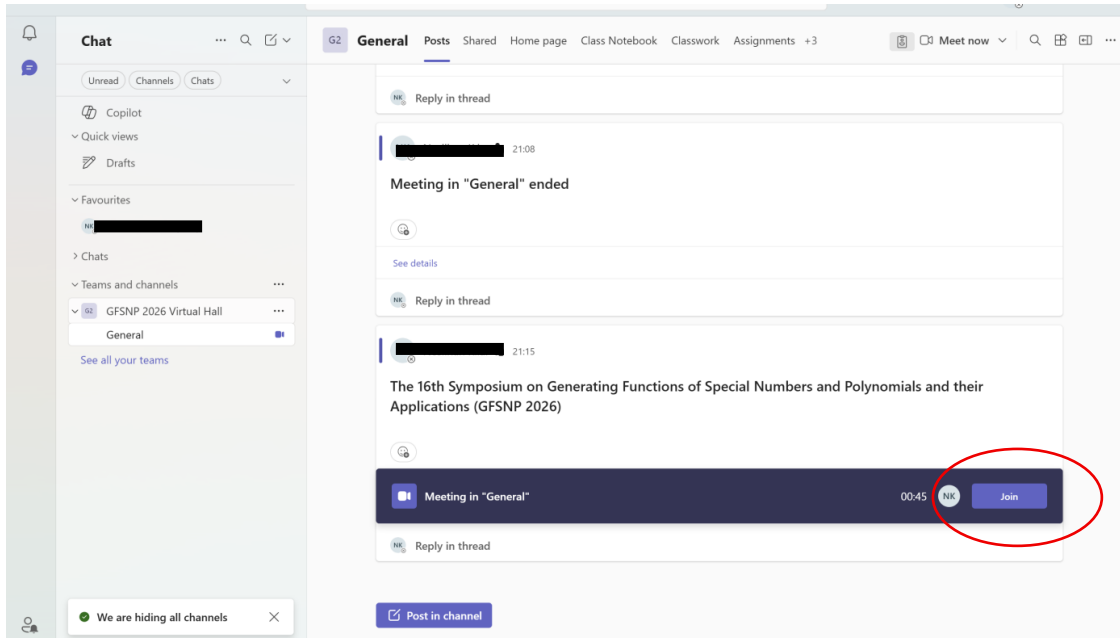
8. Choose the “Akdeniz University (Guest)”.



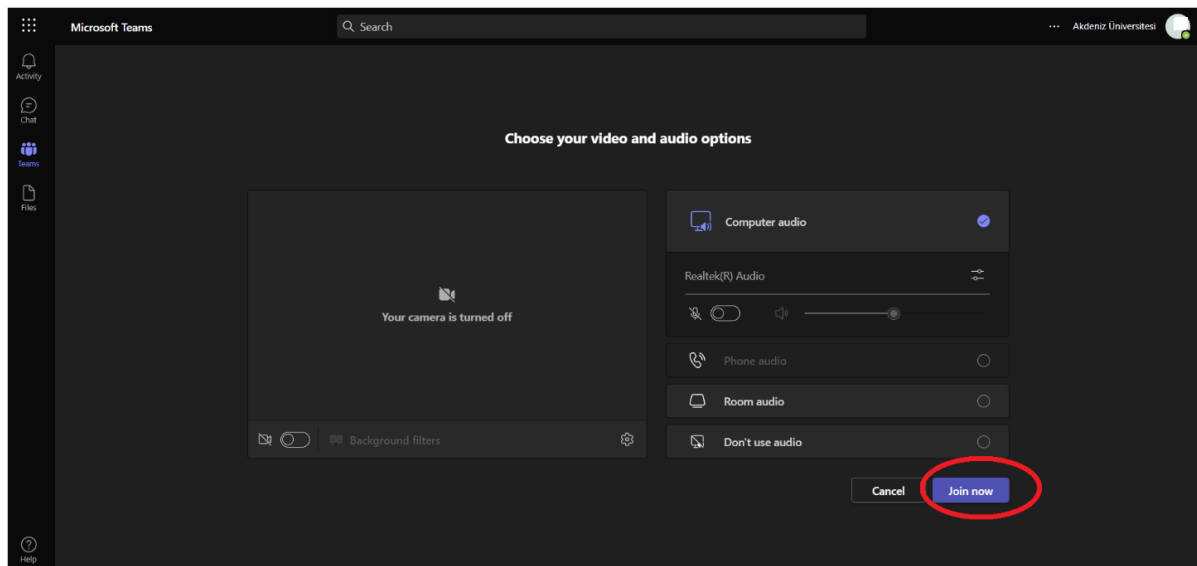
9. Choose the “Use the web app instead”.



10. Select **Join**.



11. Select **Join now**.

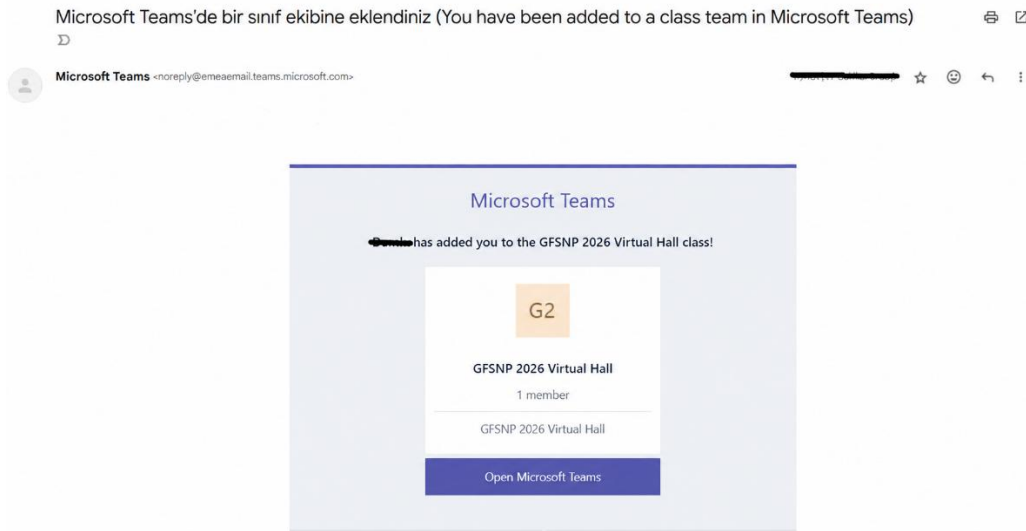


- To learn this application, you can get detailed information from the link below.

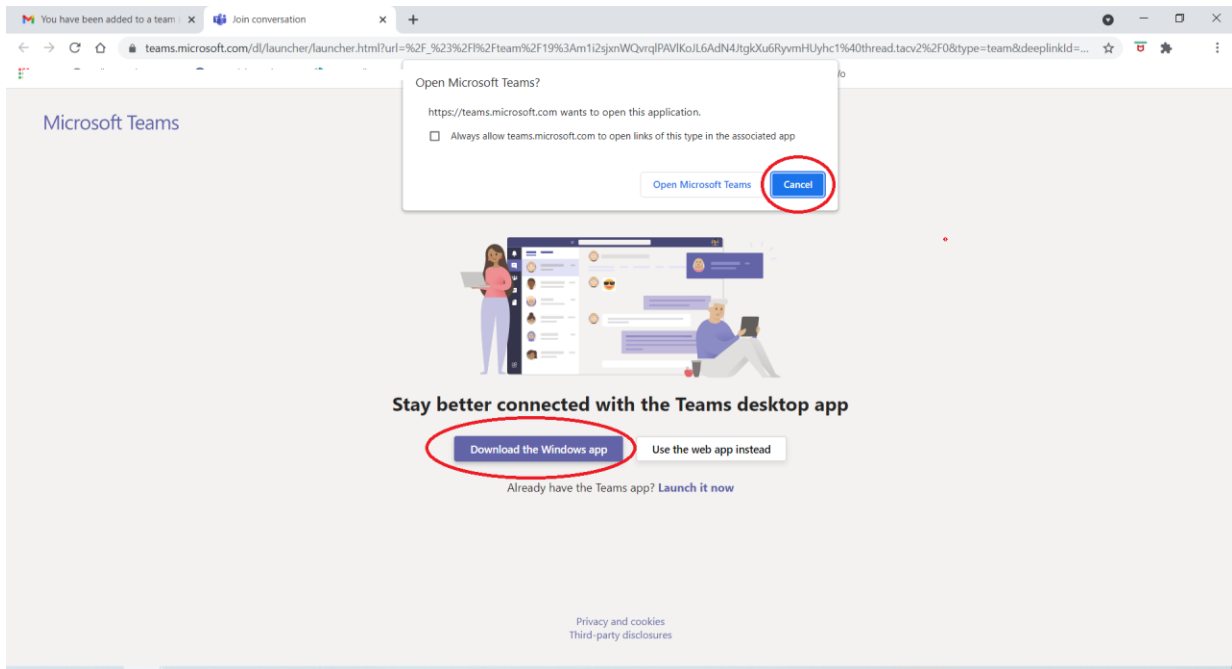
<https://support.microsoft.com/en-us/office/join-a-teams-meeting-e21a6db7-0355-4d31-8a48-9fd3c11246b4>

3. Join a meeting on the Download the Windows app:

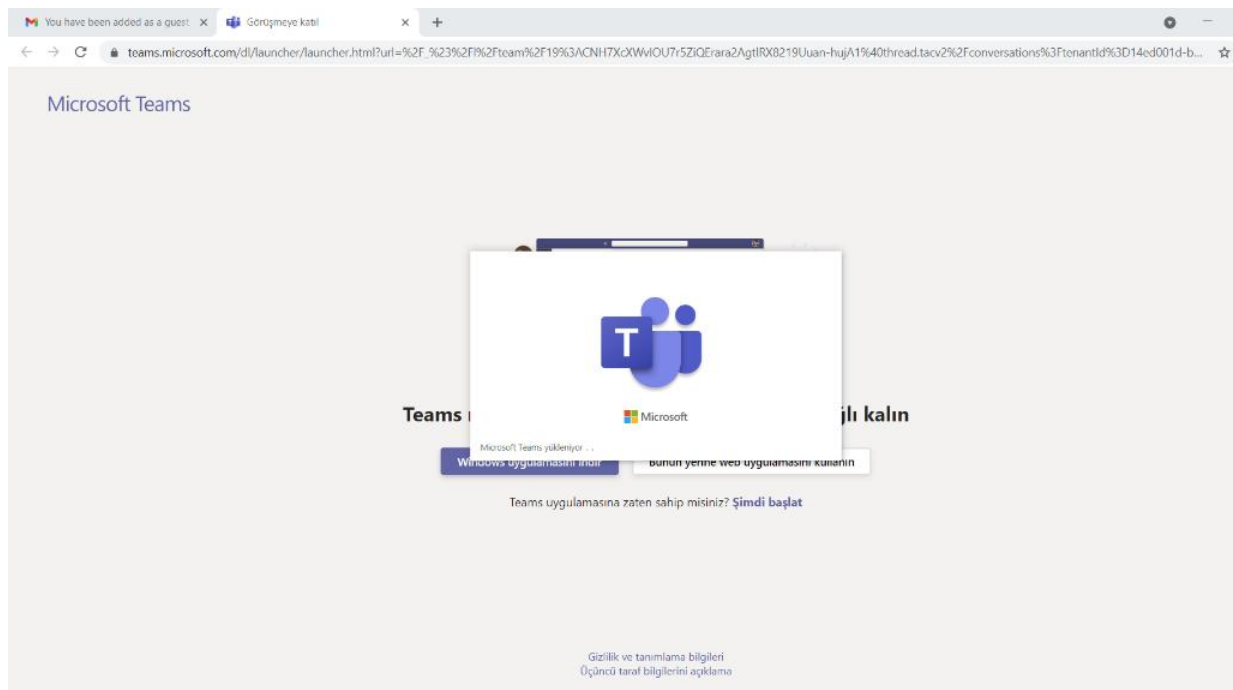
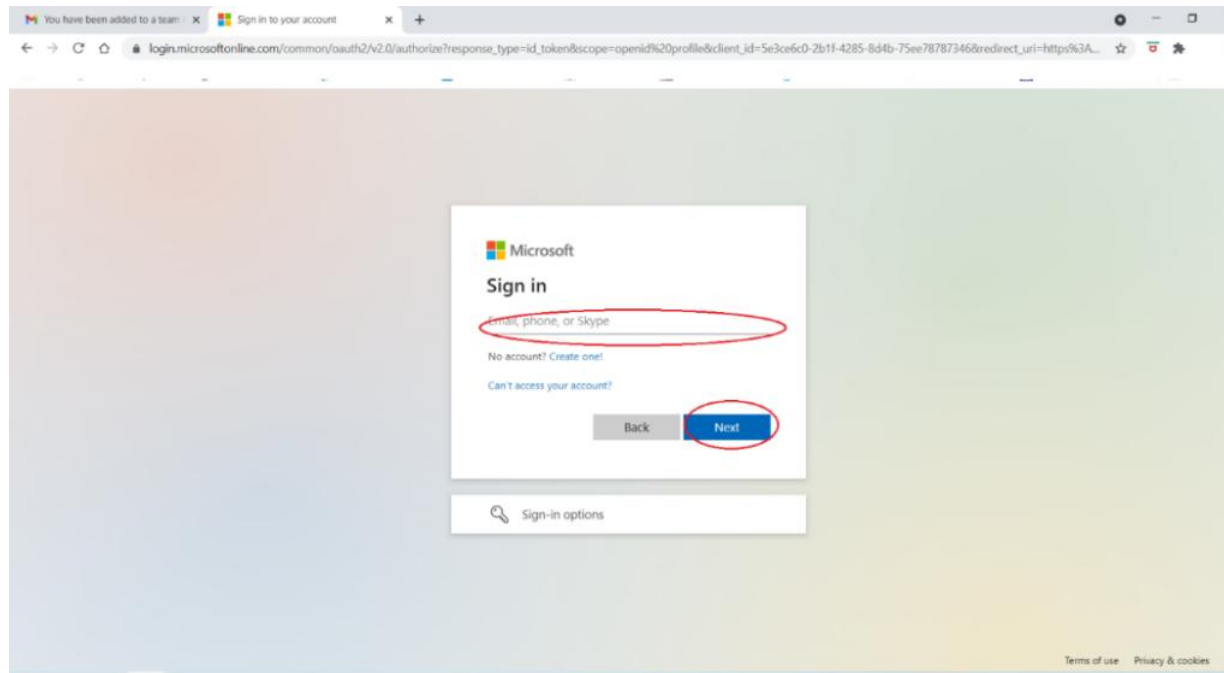
1. In your email invite, select **Click here to join the meeting**.



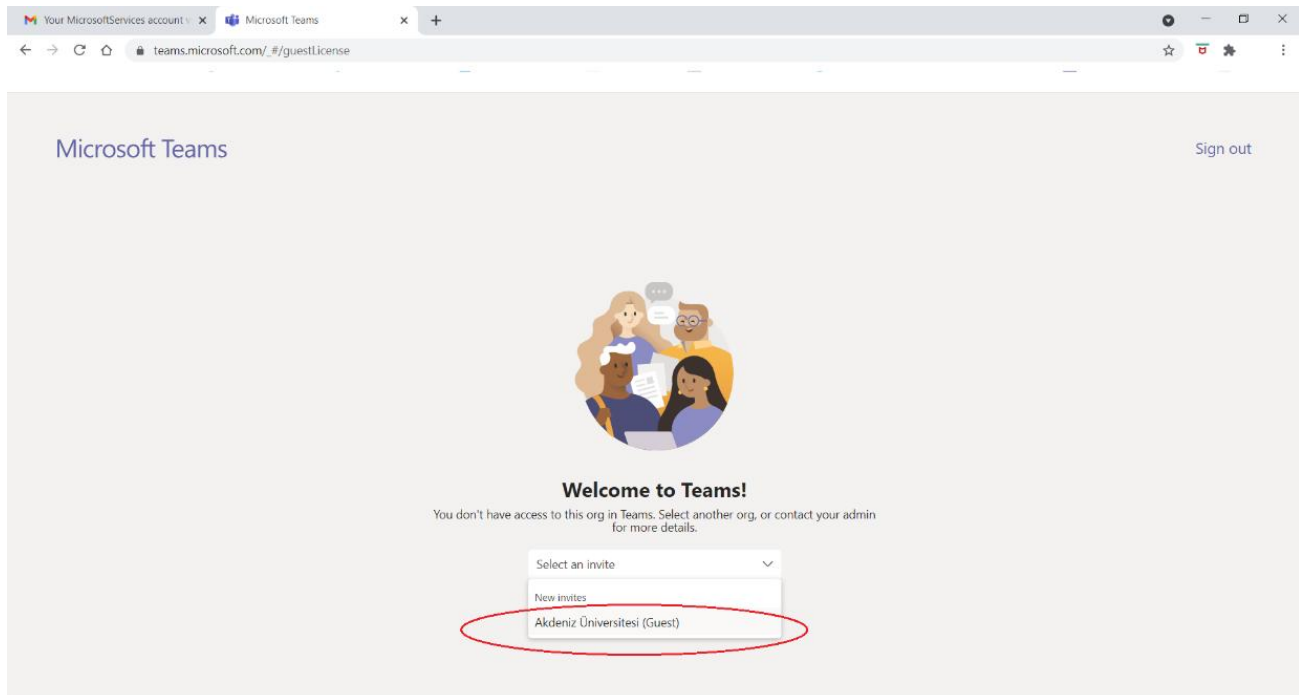
2. Please, click "**Cancel**" on the "Open Microsoft Teams" page on the first screen. Then choose "**Download the Windows app**".



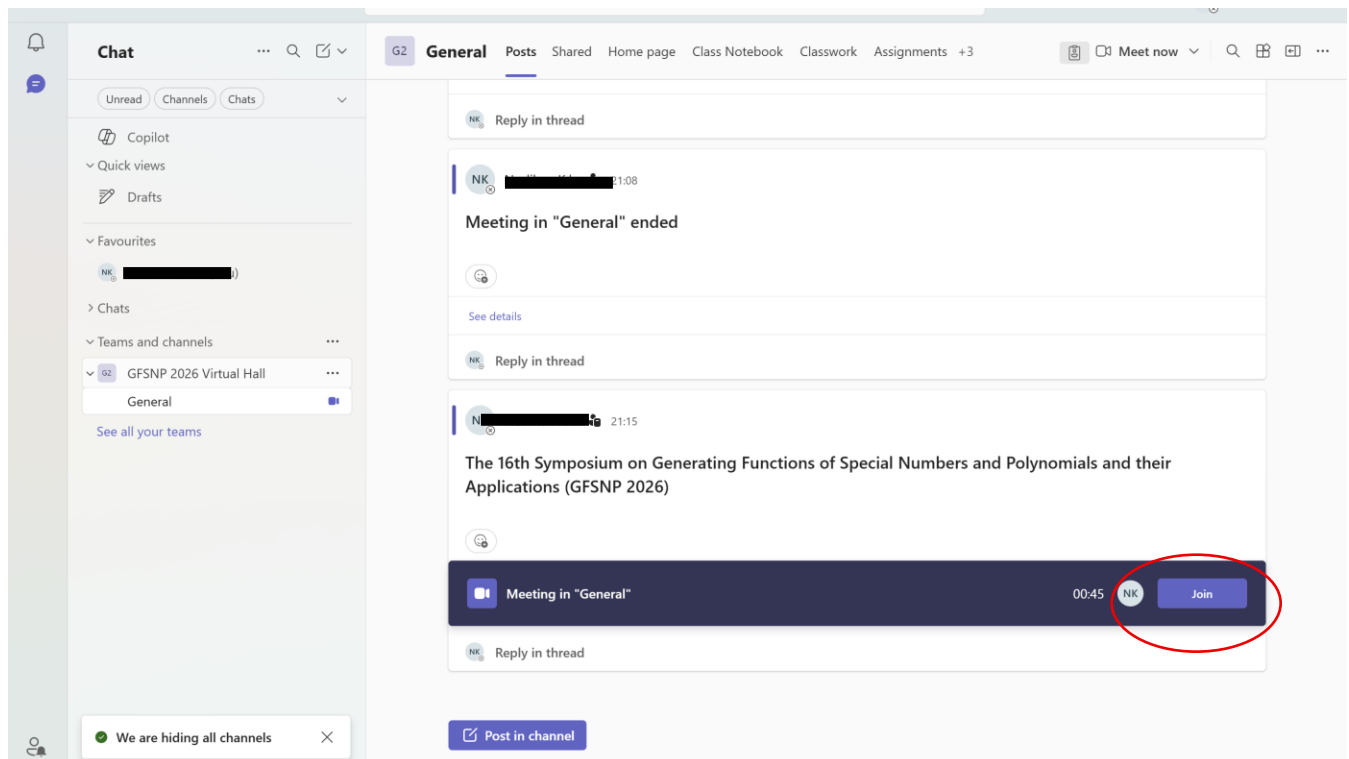
3. Install Teams after downloading. When you open the application, you will join Teams by entering your e-mail address and password to which the invitation sent.



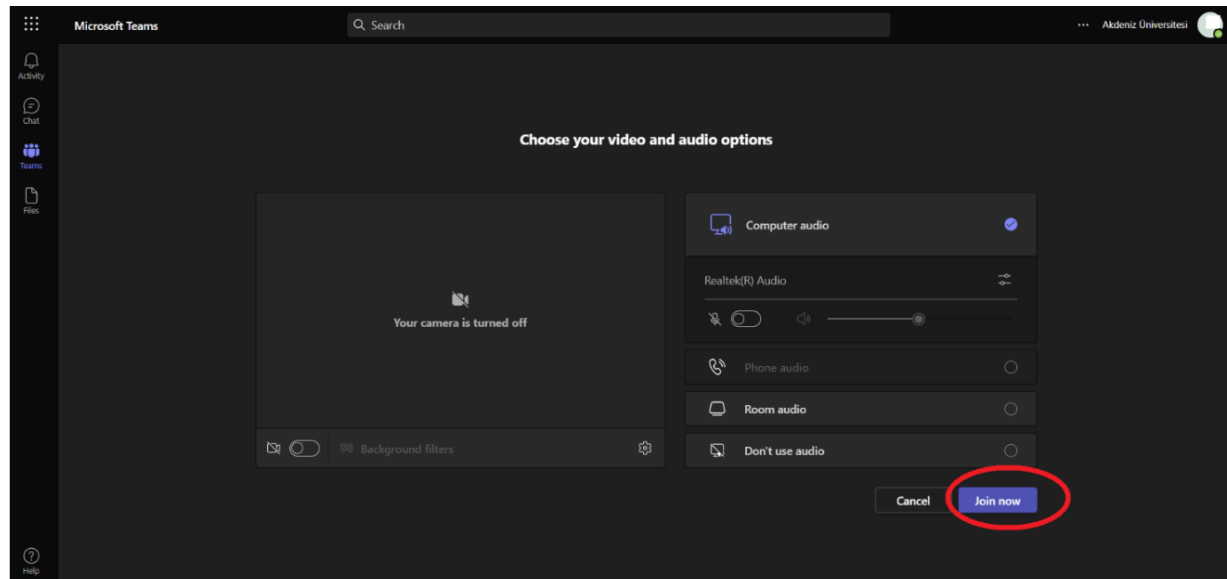
4. Choose the “Akdeniz University (Guest)”.



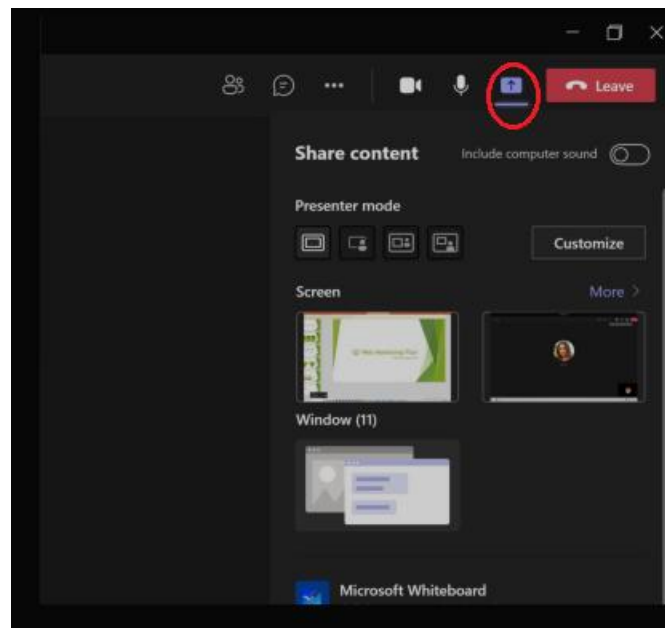
5. Select **Join**.



6. Select **Join now**.



4. Useful info for Teams to show your screen during a meeting:



- Select Share content Share screen button  and choose if you want to share your computer audio.
- Select what you want to share:
 - Screen lets you show everything on your screen.
 - PowerPoint Live lets you share a PowerPoint presentation.

- Microsoft Whiteboard and Freehand by Invision lets you share a whiteboard where participants can sketch together.
- Window lets you share an open window like a specific app you have open.
- After you select what you want to show, a red border surrounds what you're sharing.

Meeting participants won't see any notifications that might come in.

- Select Stop sharing to stop showing your screen.

- **To learn this application, you can get detailed information from the link below.**

<https://support.microsoft.com/en-us/office/show-your-screen-during-a-meeting-123946e0-97a0-4cde-8cc5-dfc1e55b6dbc>

5. How to present your talk:

As a default setting you will enter the room with your microphone muted. During the Virtual meeting, Teams platform will show the camera or screen share of each person who speaks at that time (and has microphone unmuted).

- When the chairman of the symposium will ask you to start your presentation:
 - Please unmute your microphone by clicking on the icon



- Share your screen

