

March 4th - 6th 2024
Al Hoceima, Morocco & online

SMART MARINE CONSERVATION FORUM

INFORMATION NOTE



HOW TO PARTICIPATE

The International Forum on Digital Transformation and Marine Databases, scheduled to occur in Al Hoceima from March 4th to March 6th, 2024, is a hybrid event allowing both participation: in person and online.

- **IN-PERSON PARTICIPATION**

Hôtel Mercure Quemado Resort
Place Mohamed V, Al Hoceima - Morocco
+212 5398-42200



- **ONLINE PARTICIPATION**

ACCESS TO THE MEETING VIA ZOOM

For a better meeting quality, it is important that **you download and install Zoom Desktop Client** on your computer in order to benefit from several features. If you downloaded it already, please make sure it is up to date.

For optimal comfort, please connect from a computer, in a quiet place where you will not be disturbed, with a good internet connection and a microphone.

Please **connect 10 minutes before the start of the meeting** to solve any possible technical issues (test your mic, your camera, and internet connection).

Please **click on the following link** to be directed to a waiting room and then access the meeting room: https://us06web.zoom.us/webinar/register/WN_0MRMt0XwRK6WU90x4s-iCA

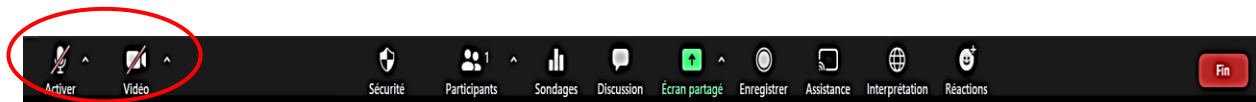
Please note that there are two types of participants: "speakers", who have oral presentations, and "participants", that are only allowed to ask questions. Both types have access to the same Zoom meeting link.

After clicking on the Zoom link, you will be redirected to a subscription page where you will be asked to **fill in your first name, last name, email address, and affiliation**.

You will then be invited as a "Speaker".

To **change your name after entering the Zoom meeting**, click on the "Participants" button at the top of the Zoom window. Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename". Enter the name you'd like to appear in the Zoom meeting and click on "OK".

Please **be sure that your microphone is muted when you are not speaking**. You can use the icons of the Zoom toolbar, at the bottom of the screen, to mute or unmute your microphone; or to turn your camera on or off.



If you wish to **ask for the floor**, please "raise your hand" using the Zoom function or let us know through the "chat", our moderator will then give you permission to speak during the dedicated times.

To raise your hand, click on the icon labelled "Participants" of the Zoom toolbar in the bottom of your screen. At the bottom of the window, click the button "raise your hand" and your digital hand will be raised.

If you want to **provide any comment/recommendation/question** during the meeting, please write them in the "chat" section.



Please note **that the meeting will be recorded**.

CONTACT INFORMATION FOR TECHNICAL SUPPORT DURING THE MEETING

If you are facing some technical issues with Zoom to access to/during the meeting, please contact via e-mail or in the "chat" section:

For technical related issues:

Mr Mohamed Dhia GUEZGUEZ
Data Management & Computing Officer
E-mail : dhia.quezguez@spa-rac.org

Ms. Emna DEROUICHE
Projects Officer
E-mail : emna.derouiche@spa-rac.org

Mr Issam ACHOUR
ILIAD associate project officer & Data
Management Assistant
E-mail: issam.achour@spa-rac.org

For logistical related issues:

Ms. Naziha BEN MOUSSA

Administratif Assistant

E-mail: naziha.benmoussa@spa-rac.org

OTHER USEFUL INFORMATIONS

- **Time Zone:** GMT+1
- **International Dialing Code:** (00212)
- **Currency:** Moroccan Dirham is the main monetary unit of Morocco (1 EUR \approx 10,89 MAD and 1 USD \approx 10.04 MAD)