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## International Workshop on Stochastic Processes and their Applications

### *Some instructions on the talks and access to the talks*

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This document contains some preliminary information about the talks and access to them.

- The workshop will take place by using the videoconference software tools provided by the UCM.
- On the morning of November 24 and 26 and December 1, 3 and 9, an email with the link to each day's talks will be sent to the participants.
- Participants will be able to access each day's talks by following the link associated with that day; i.e., the link of a specific day (for example, November 23) will not allow participants to access the talks of another day (for example, December 3).
- Participants will be able to access the virtual room 10 minutes before the start time of the first talk.
- To avoid possible unforeseen events, the talks should be recorded by the speakers and sent to the organizers either by email or via Dropbox or Google Drive. During the workshop sessions, the talks will be shared from the organizers' terminal.
- Speakers will be required to send the recordings of their talks in the days prior to the workshop. At that time, the organizers will check that the recordings are suitable for sharing.
- Speakers may record their talks using either any videoconference software tool (Zoom, Google Meet, Microsoft Teams, etc.), which usually generate a file in mp4 or similar format, or the multimedia tools of their own device.
- The duration of keynote talks is 45 minutes (35' recording + 10' questions).
- The duration of contributed talks is 30 minutes (25' recording + 5' questions).

More specific details will be sent to the participants in the days prior to the workshop.

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