

Firstly, thank you for volunteering to act as chairperson at this conference!  
Your support will contribute to make this a rewarding and enriching experience for all!

## Training sessions for chairpersons

- The Secretariat will invite you one of our chairperson training sessions on Zoom during the last fortnight before the conference. This is to check your sound quality, practice basic Zoom functions, and dry-run through routines. It is important that both chairs and co-chairs attend one of these.
- The conference's Zoom-rooms are available for practicing up until about 30 minutes before the first session each day, and will be "live" all day long during the conference.

## Zoom-functionality for scientific sessions (plenaries and paper-sessions)

- The Zoom rooms for paper-sessions and plenaries (coloured *yellow* and *red* in the online programme), are Zoom **WEBINAR** rooms: Attendees can therefore not speak or share their screen unless they are first promoted to "Panelists". Both chairpersons will be given "Co-host" status, allowing you yourself to override screen-sharing etc.
- As a chairperson, you should have installed the ZOOM CLIENT FOR MEETINGS from Zoom's Download Center (<https://zoom.us/download>) before the conference.  
*Note:* One can join Zoom without installing this client (a web-browser app starts automatically instead when you join Zoom) but this web-app is functionally inferior (for example you cannot stop another participant's screen-share, share a whiteboard, polls, send files etc.).

## 3 main roles

Each session at the conference (plenaries, paper sessions, and workshops/seminars) have three main roles

- **Chair:** Must have a webcam and good mic. Normally has 5 main responsibilities:
  - Introduce the session.
  - Introduce each presenter.
  - Keep strict timing! (see below)
  - Round off the session by inviting everyone to chit-chat in the conference's "mingling lounge" on Wonder (it has topic-specific areas). All presenters are also expected to attend.
  - Will also be asked by the Programme Committee (Sverre Holøs for Workshops, Guangyu Cao for Papers) to report back on highlights from your session.
- **Co-chair:** Must have a webcam and a good mic. Normally has 4 main responsibilities:
  - Back-up if the Chair is absent or late.
  - Overall responsibility for Q&A:
    - Keeps track of questions in both the Conftool Q&A-forum (see below) and Zoom chat during the session. Selects and reads out the most interesting questions to presenters in the Q&A-section/discussion at the end of the session presentations.
    - If the Q&A-session goes quiet, tried to reinvigorate it by asking questions of their own. We therefore recommend co-chairs to prepare a ready list of their own questions before the session.
    - If time runs out, reminds all attendees that they can continue to ask questions in the ConfTool Q&A forum (see below) or on Wonder.
  - At the start of the session, assists the OsloMet Technical Assistant to mark those attendees who will be presenting, by clicking "Allow to talk" in the Participant list on Zoom. They will then be listed at the top of the attendee list.
  - Join Wonder straight after the session to join in mingling.
- **Technical Assistants:** These are OsloMet volunteers with Zoom "Host" superuser privileges:
  - Keeps a low profile during the session. Webcam is normally be switched off.

- Presents an “intro screen” with the name of the session before the start of the session, and a “looping info-slides” at the end.
- Checks that the chairpersons and presenters are in the attendee list in the start of the session, and promotes them to Zoom “co-host” privileges (able to share webcam and talk)
- Plays pre-recorded videos.
- Promotes/demotes attendees to “panelist” for each session/presentation, so that they can share screen and answer questions.

*No-shows:* If either the chair or co-chair are prevented from attending, then the Technical Assistant will contact the Programme Committee immediately, who are on call as back-ups.

## Timing of sessions

- Please open Zoom at least 30 minutes before the start of your session if at all possible. If there are last-minute connection problems, SMS/phone the Secretariat (Heidi Liavåg +47 93243750) or President (Peter Schild +47 41511285).
- Paper sessions (coloured yellow in the programme), have the following general schedule:
  - **1. Start:** Short introduction by the chair.
  - **2. Presentations:** Pre-recorded presentations are played, each one introduced live by the chair. “Long orals” last 10 minutes, and “Short orals” last 3 minutes. In the case of a missing pre-recording, the presenter will be asked to present live on Zoom (The Technical Assistant will promote the presenter to Panelist).
  - **3. Q&A section after all the presentations:** The whole session is timed with the objective to make room for at least 20 minutes Q&A/discussion at the end. All presenters are promoted to Panellists (by the Technical Assistant). The co-chair reads out questions from the Conftool Q&A or from the Zoom chat.
  - **4. Chairpersons round off:** Invite to Wonder

## How Q&A works

- All questions from attendees Zoom **Webinar** must be written (unless they are promoted to Panelist). This saves time, because it lets the co-chair select and read out only the best questions in the available time.
- Written questions can be submitted by either Zoom chat or the cool Q&A/Discussion Forum function in our online “clickable” conference-programme (ConfTool.com). We ask the co-chair to keep an eye on these.

Date: Tuesday, 13/Oct/2020	
9:00am - 10:30am	<p>Opening Session: BSN2020 Opening Session and Keynote Lecture            Location: Zoom room #1            Chair: Matthias Haase            Chair: Peter G. Schild            Chair: Vojislav Novakovic  <a href="https://oslomet.zoom.us/j/69936947756?pwd=SEZKTC9rbllMdy9nK01yekFTYXFVUT09">https://oslomet.zoom.us/j/69936947756?pwd=SEZKTC9rbllMdy9nK01yekFTYXFVUT09</a></p> <p>The Great Energy Predictor III Kaggle Competition - How can we bridge physics-based and data-driven modeling?            Clayton C. Miller</p>
10:30am - 12:00pm	<p>Session 1: UBEM, District Heating and Large Buildings            Location: Zoom room #1            Chair: Santeri Siren            Chair: Matthias Haase  <a href="https://oslomet.zoom.us/j/69936947756?pwd=SEZKTC9rbllMdy9nK01yekFTYXFVUT09">https://oslomet.zoom.us/j/69936947756?pwd=SEZKTC9rbllMdy9nK01yekFTYXFVUT09</a></p> <p>10:30am - 10:45am            A top-down digital mapping of spatial energy use for municipality-owned buildings: a case study in Borlänge, Sweden            Samer Quintana, Pei Huang, Mengjie Han, Xingxing Zhang</p> <p>10:45am - 11:00am            Requirements for representative models for comfort and energy simulations in districts</p>

... and is also visible in the detailed page for each session:

**Session Abstract**

Click the **EXTERNAL RESOURCE** link below to join on Zoom.  
Passcode is 751079. If you wish to connect with a H.323/SIP room-system, contact the Secretariat for details before the conference.

External Resource: <https://oslomet.zoom.us/j/69936947756?pwd=SEZKTC9rbllMdy9nK01yekFTYXFVUT09>

**Presentations**

**4:30pm - 4:45pm**  
**Experimental studies on thermal performance of an office cubicle having gypsum boards coated with PCM-enhanced spackling**  
**Tor Avid Vik, Habtamu Bayera Madessa, Arnab Chaudhuri, Andreas Aamodt, Chakkrit Phengphan, Ebenezer Twumasi Afriyie**  
OsloMet, Norway; [torvik@oslomet.no](mailto:torvik@oslomet.no)  
The building industry has gained worldwide attention towards improvement of energy efficiency and innovation during the recent years. In this perspective, improvement of energy performance and reduction of carbon emission of buildings requires strategic development of smart building materials. Incorporation of phase change materials (PCMs) in building elements essentially increases the thermal mass when used in latent thermal energy storage systems and thermal management systems. PCMs are used in construction materials e.g. HVAC systems, passive heating/cooling systems, floors, ceilings, roofs, concrete, drywalls, coating plaster, blends etc. Among these, PCM enhanced wallboards on internal surfaces of building spaces can be an attractive solution.  
In this work a novel spackling compound used as a primer coating material will be investigated for passive cooling and thermal comfort management. The spackling compound contains heavy fillers, lightweight fillers, rheological additives and binding agents together with micro-encapsulated PCM. To the best of our knowledge, there is no literature about the micro-encapsulated PCM enhanced spackling material and its usage for thermal management in building applications.  
The study is based on experimental work of an office cubicle having 15 m2 floor area. PCM enhanced spackling has been applied on the internal walls and ceiling surface (about 2-3 mm thickness). Indoor air temperature in the occupied zone as well as the surface temperatures in the room were recorded. The room was investigated with and without PCM enhanced spackling on the wall and ceiling surfaces.  
The preliminary result shows that a significant cooling effect could be achieved when covering walls and ceiling with PCM enhanced spackling directly exposed to the occupied zone. The PCM could therefore, to a certain extent, reduce the need of mechanical cooling and thus save costs for installation, energy use and maintenance.  
**Vik-Experimental studies on thermal performance of an office cubicle having gypsum boards coated with\_A.pdf**

**4:45pm - 5:00pm**  
**Visualizing user perception of daylighting: a comparison between VR and reality**  
**Muhammad Hegazy<sup>1</sup>, Ken Ichiriyama<sup>1</sup>, Kensuke Yasufuku<sup>2</sup>, Hirokazu Abe<sup>2</sup>**  
<sup>1</sup>Graduate School of Engineering, Osaka University, Japan; <sup>2</sup>Cybermedia Center, Osaka University, Japan; [hegazy\\_muhammad@arch.eng.osaka-u.ac.jp](mailto:hegazy_muhammad@arch.eng.osaka-u.ac.jp)  
Daylighting is a core element of building design, where it has an extensive role in shaping both building performance and aesthetics. Although the advancements in lighting research and the emergence of Building Performance Simulation (BPS) have introduced various accurate and validated metrics of daylight performance considering user comfort, an adequate

- We ask chairs to encourage attendees to use the ConfTool Q&A Discussion Forum function instead of Zoom Chat because:
  - (i) it is active all the time up to the end of this year, and will be a permanent record of answers.
  - (ii) the authors get an e-mail whenever a question is asked,
  - (iii) others can subscribe to discussions on particular papers of interest.
  - (iv) attendees can ask questions in parallel sessions that they cannot attend themselves.

## Tips

- Put your mobile phone in silent mode.
- Deactivate popups (e.g. Outlook) on your PC.
- **Headset:** We strongly recommend that you use a headset with a microphone boom. If you use earbuds, then ensure that the mic is near your mouth. Avoid using the in-built microphone on laptops, as they have inferior muffled sound quality. Keep your mic muted unless you speak.
- **Room acoustics:** Present from a room that doesn't have echo (hard surfaces) or background noise.
- **WiFi:** Preferably connect your PC to internet with a LAN-cable. Alternatively, join from a location with stable WiFi signal.