

URSI_JRSM2026

2026 URSI-Japan Radio Science Meeting

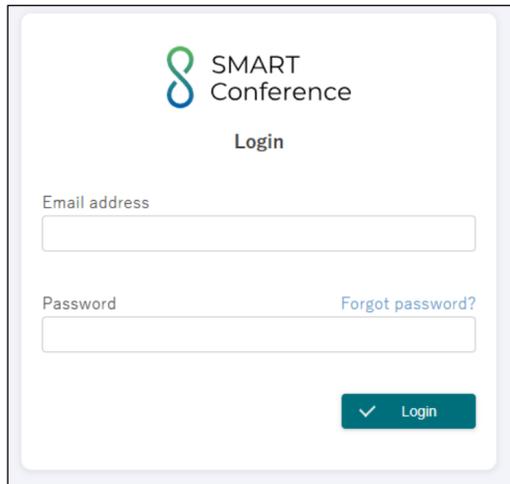
Check-in Guideline

March 2 -3. 2026
The University of Electro-Communications

Preparation for the QR Code

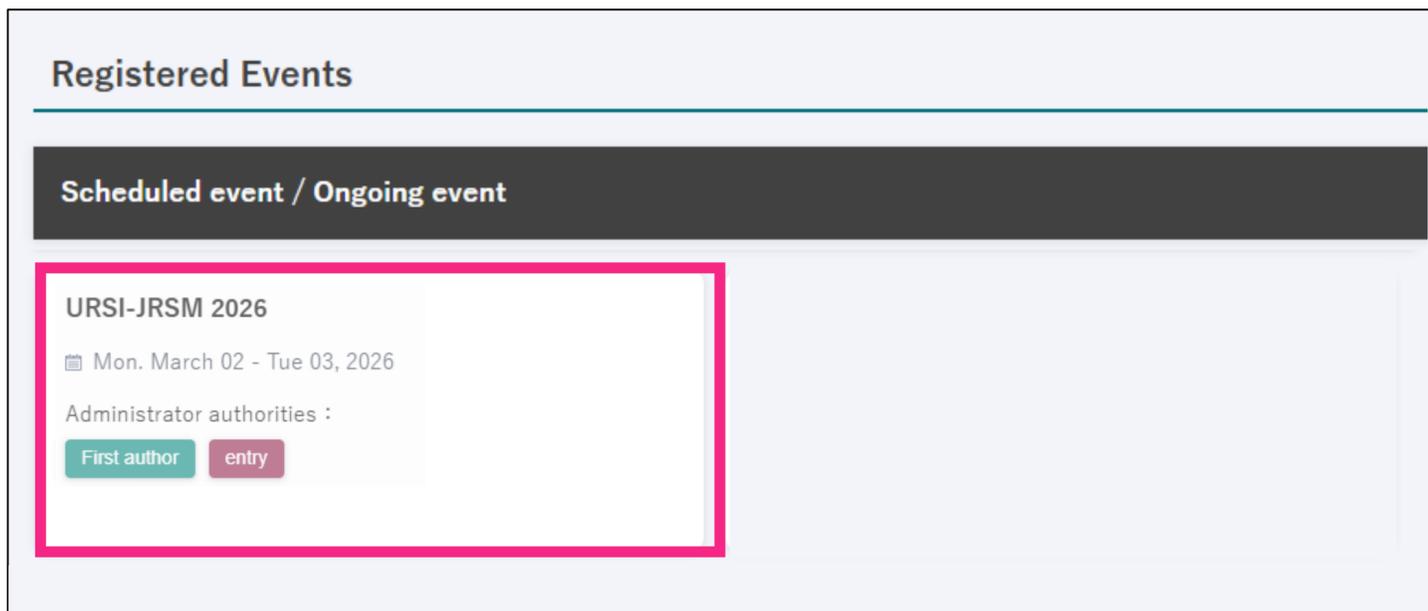
1. Please log in by entering the email address and password you set during participant registration on the login page at the URL below.

Login : <https://smartconf.jp/auth>



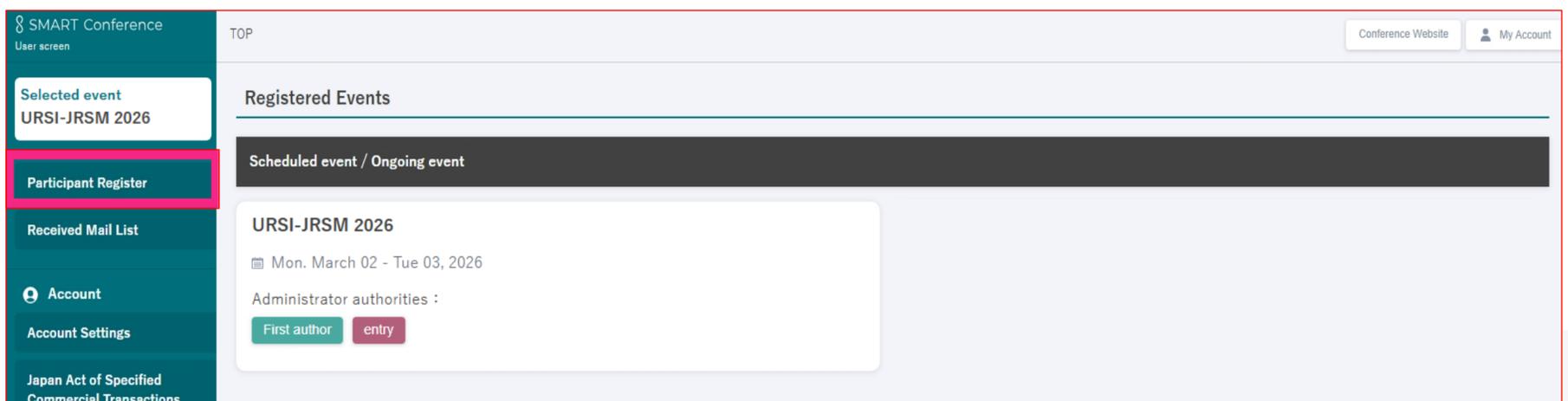
The image shows a login form for SMART Conference. At the top left is the SMART Conference logo. Below it is the word "Login". There are two input fields: "Email address" and "Password". To the right of the password field is a link "Forgot password?". At the bottom right is a green button with a checkmark and the text "Login".

2. After logging in, click on "URSI-JRSM 2026" from the list.



The image shows a screenshot of the "Registered Events" page. The page has a header "Registered Events" and a sub-header "Scheduled event / Ongoing event". Below this, there is a list of events. The first event is "URSI-JRSM 2026", which is highlighted with a pink border. Below the event name, it shows the dates "Mon. March 02 - Tue 03, 2026" and "Administrator authorities :". Underneath, there are two buttons: "First author" and "entry".

3. Click on "Participant register" in the left-hand menu.



The image shows a full screenshot of the SMART Conference user interface. On the left is a dark teal sidebar menu with the following items: "Selected event URSI-JRSM 2026", "Participant Register" (highlighted with a pink border), "Received Mail List", "Account", "Account Settings", and "Japan Act of Specified Commercial Transactions". The main content area shows the "Registered Events" page, which is the same as the previous screenshot. At the top right of the main area, there are links for "Conference Website" and "My Account".

Preparation for the QR Code

4. The name and affiliation listed here will be printed on your name card.
If you wish to make any corrections, please follow the steps below to update your information.

Please complete any necessary changes before arriving at the venue.



Personal information Edit

Full name ○○○

Affiliation ○○○

【Steps】

- (1) Click on **“Edit”** in the upper right corner.

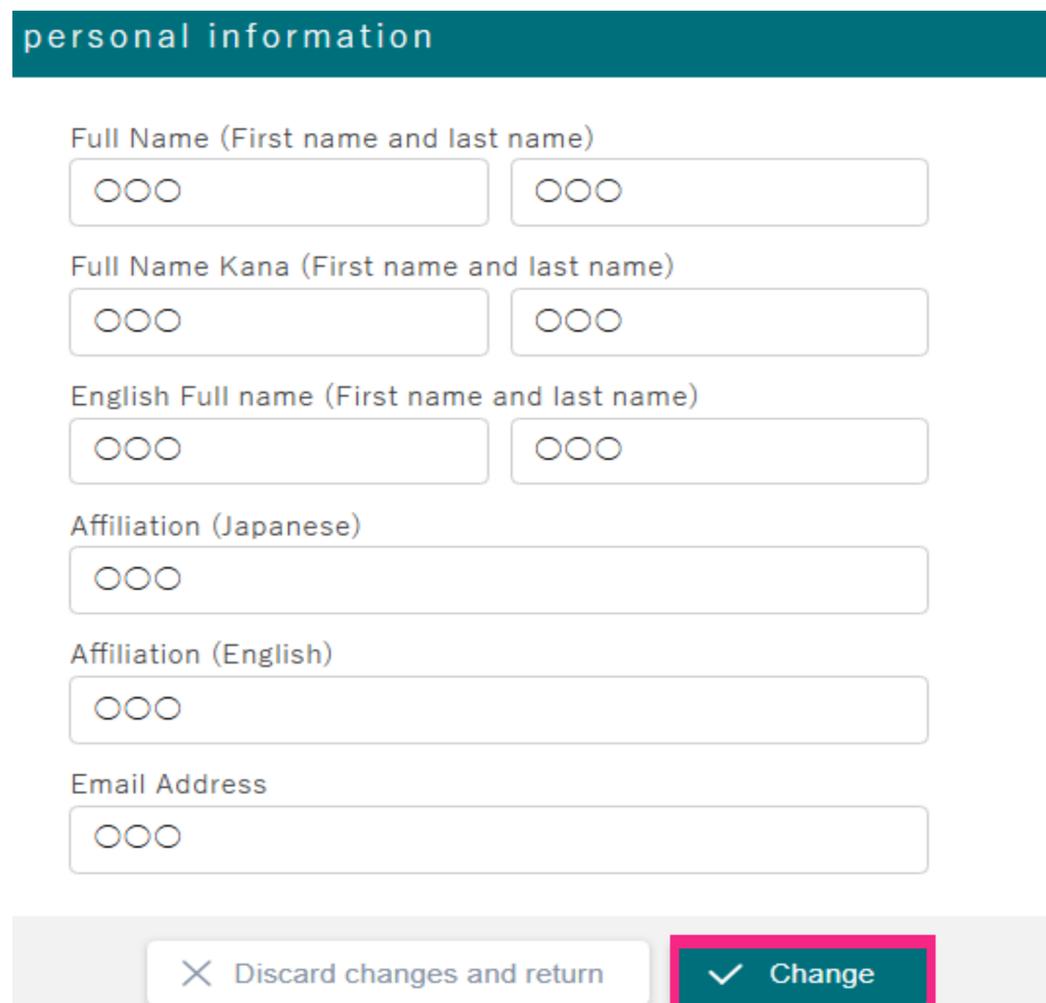


Personal information Edit

Full name ○○○

Affiliation ○○○

- (2) Edit the registered information and click the **“Change”** in the bottom right corner.



personal information

Full Name (First name and last name)
○○○ ○○○

Full Name Kana (First name and last name)
○○○ ○○○

English Full name (First name and last name)
○○○ ○○○

Affiliation (Japanese)
○○○

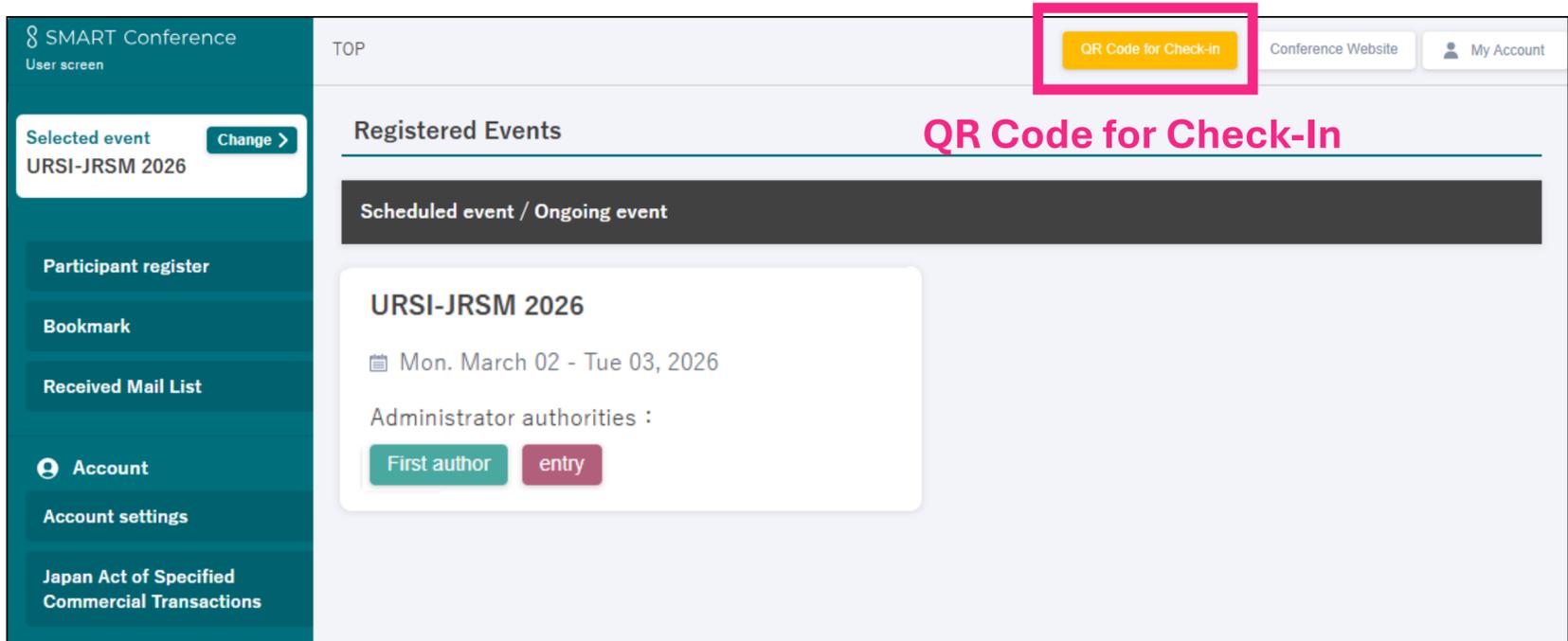
Affiliation (English)
○○○

Email Address
○○○

✕ Discard changes and return ✓ Change

Preparation for the QR Code

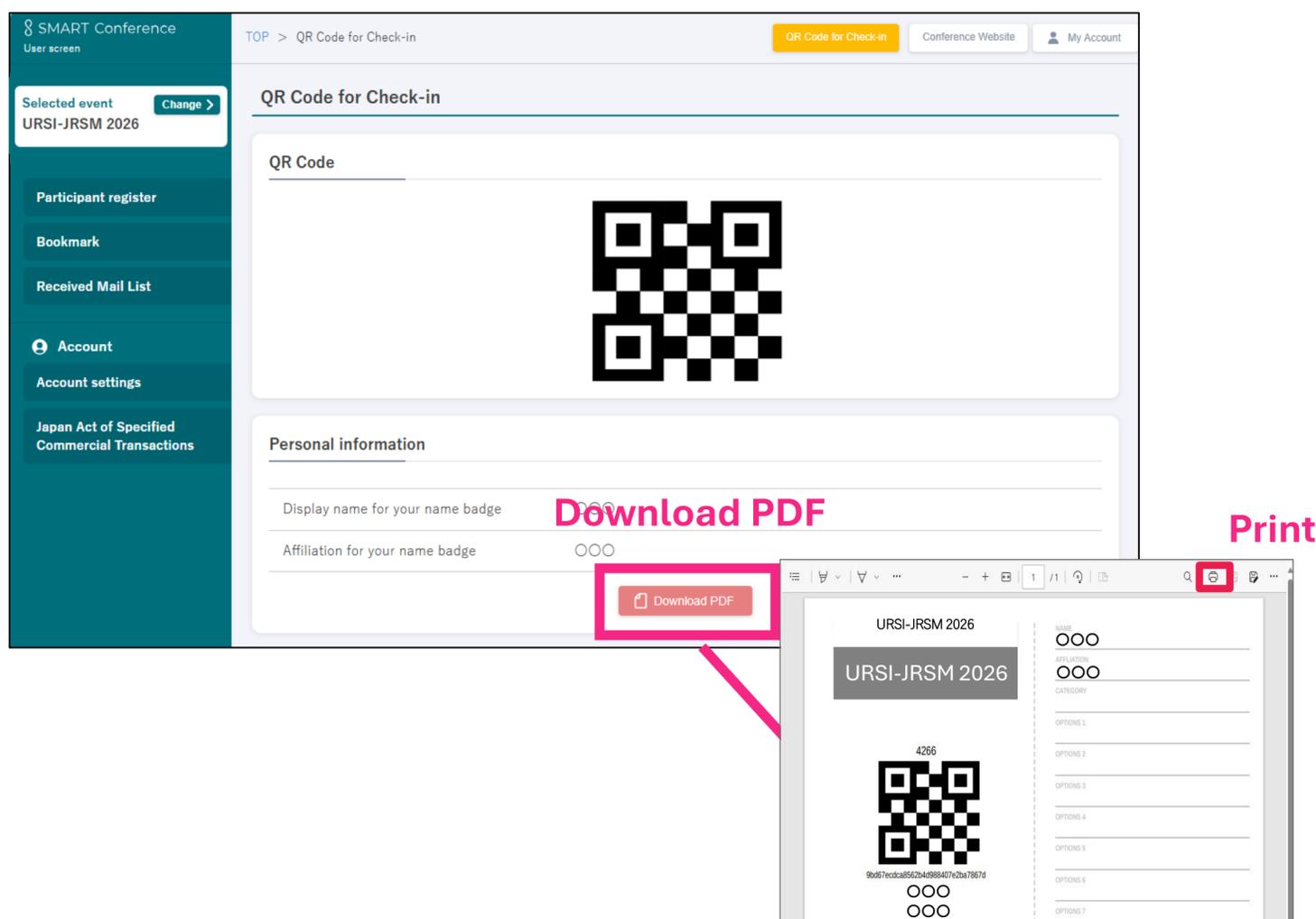
5. At the venue reception, you will need to present your QR code for check-in. Click the yellow “QR Code for Check-in” button in the upper right corner.



6. The QR code will be displayed.

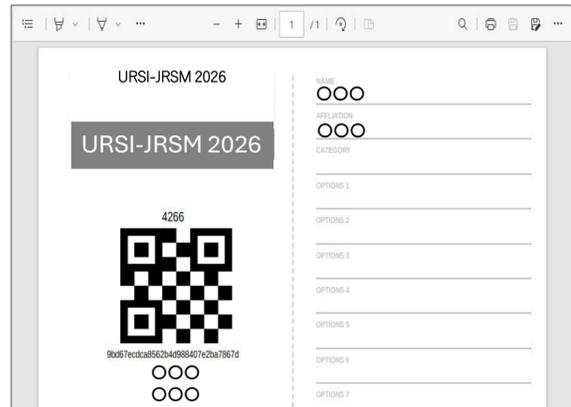
When checking in, download it as a PDF by clicking the “Download PDF” button at the bottom of the screen.

You have to print the QR code and bring it to the venue as it will be use as your name card.



On-day Check-in Procedure

1. On the day of URSI_JRSM 2026, please bring your QR Code with you.
You need to print it out as it will be use as your name card also.



2. A QR code scanning PC will be available at the reception.
Please display your QR code on the screen for scanning.
Please wear your name card at all times throughout the event.