



## 4<sup>th</sup> International Forum on Sustainability Science

05 - 07 October 2026

Pampanga State Agricultural University,  
Pampanga, Philippines

### IFSS 2026 Conference Platform

Here are the instructions on how to log in to the **IFSS 2026 Conference Platform**, which is needed to access the conference's hybrid sessions. Please note that **only registered and paid online participants** for IFSS 2026 will be given access to the hybrid sessions. Online participants must **wait for the email by 28 September 2026** containing their login credentials, **which can be found in the inbox or spam folder**, to access the Conference Platform.

#### I. Log in to your Account

- First, log in to the email address that you used to register for IFSS to retrieve your account credentials. You may find it in your email inbox or in the spam folder.
- Then navigate to the official [IFSS Website](#). On the home page, click on the top right corner of the menu bar, click on the login icon. This will direct you to the login page.



- On the login page, fill out the username and password fields using the login credentials that were sent to your email address and click “Log In”.



## II. Access Sessions

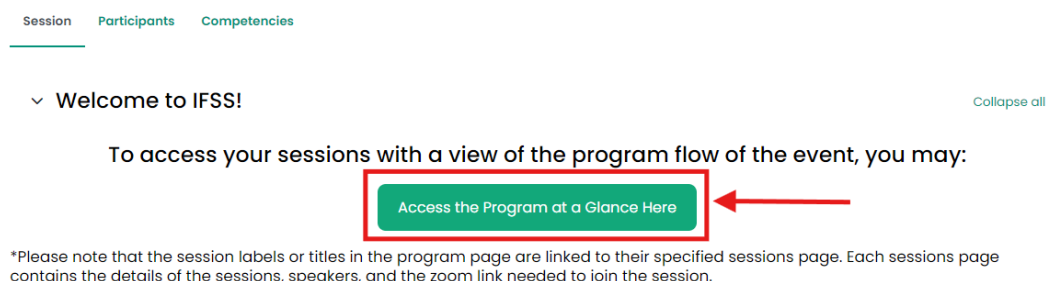
After logging in to your account, you can now access the conference sessions available. Here are how you can access them:

### A. Sessions

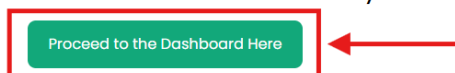
- Navigate to the menu bar and select the “Sessions” tab.



- On the Sessions page, you have two options to easily access the conference sessions: the Program at a Glance page and the Dashboard.

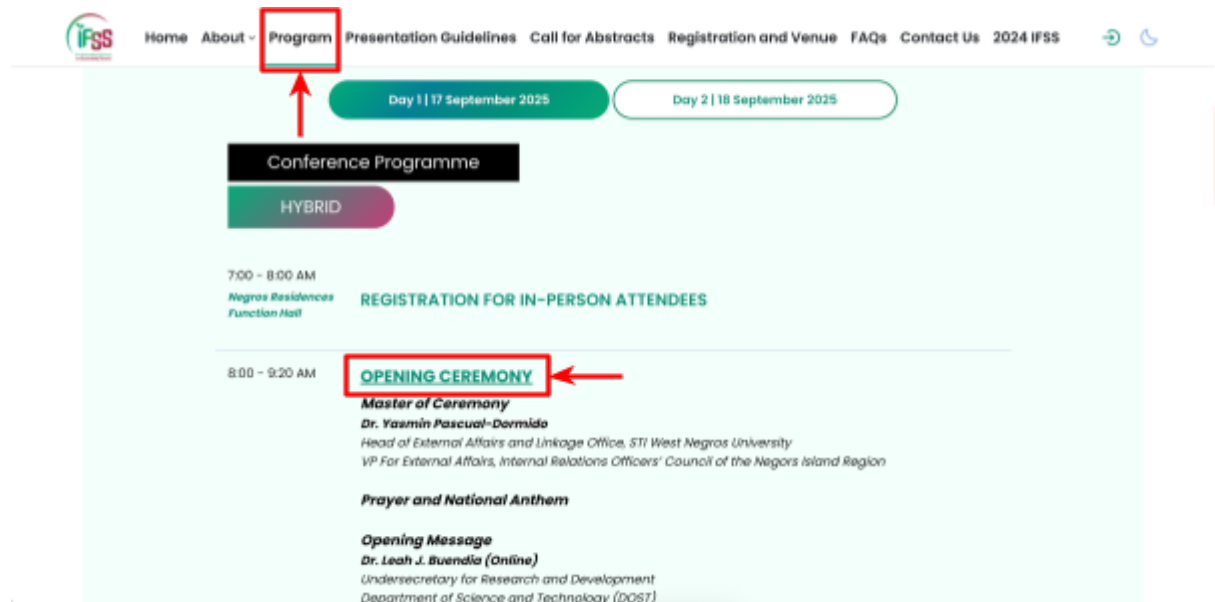


Or to proceed to have a view of all the sessions available for you to access, you may:



## B. Program

- By clicking on the “Program” menu, you will be directed to the programs page where you can see and navigate the program flow of the whole event. The sessions can be accessed by clicking on the session name or title itself, which will direct you to that specific session’s page.

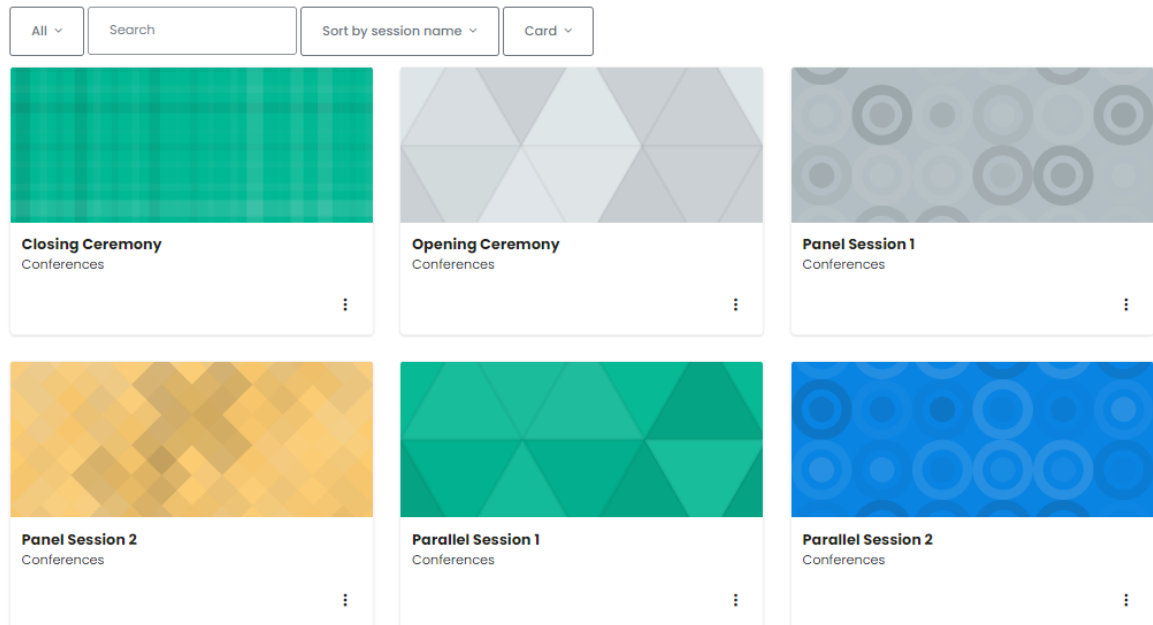


## C. Dashboard

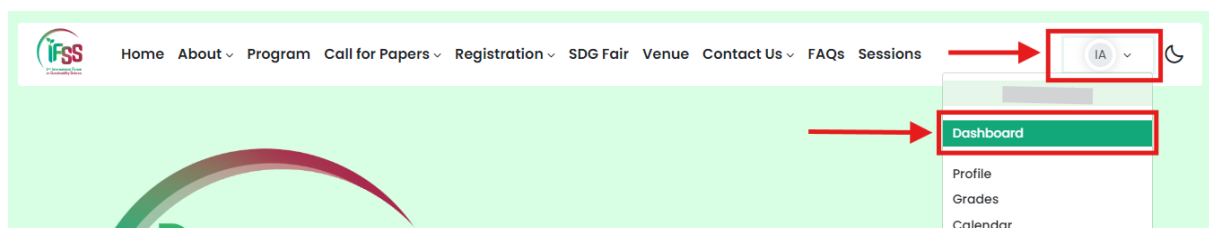


### Dashboard

Session overview



- By selecting “Dashboard”, you will be directed to the dashboard page where you can see the collection of all sessions that are available for you to access and view. You can edit the view and order of the sessions displayed in your dashboard by selecting from the sort or card view dropdown.
- Another way to access the dashboard when you are on the home page is by navigating to the top right corner of the menu bar and clicking on your profile icon, then in the dropdown, select “Dashboard”.



### III. Important Reminders

1. Please be informed that participants can only access the hybrid sessions via the Conference Platform. **No Zoom links or Zoom details will be sent via email.**
2. For specific concerns, please reach out to us through the **correct email address**:

| Concern                                                                                      | Mailer                  |
|----------------------------------------------------------------------------------------------|-------------------------|
| Did not receive your login credentials after <b>checking both your inbox and spam folder</b> | techsupport@upou.edu.ph |
| Technical concerns or problems with the Conference Platform                                  | techsupport@upou.edu.ph |
| Other concerns                                                                               | ifss@upou.edu.ph        |

3. Please **stay tuned** to the official IFSS website (<https://ifss.upou.edu.ph/>) and Facebook page (<https://www.facebook.com/ifss.upou>) for updates.



## IV. Conference Badges and Certificate

The IFSS 2026 Conference Badges are required for online participants only.

Here are the instructions to receive the IFSS 2026 Badges that will serve as your **attendance at the conference**, which will make you eligible for a **Certificate of Participation**. Certificates of Participation will be issued via email at least 5–10 working days after IFSS 2026.

**Three (3) badges** can be obtained on the conference platform; these are:

1. “Day 1” Badge;
2. “Day 2” Badge; and
3. “Survey Completed” Badge

**To be eligible for a Certificate**, you would need all 3 badges.

### A. How to gain Badges and Certificate

- **For on-site participants**, please make sure to sign the attendance sheet per day at the IFSS registration table, and complete the evaluation form at the end of the forum. You may opt not to visit the sessions on the platform.
- **For online participants**, to gain the **Day badges**, **access** or attend the sessions available for **each** day. Go to “**Dashboard**,” then click on all sessions. If there are 2 sessions held at the same time, simply join 1 session of your choice, then just click on the session link of the other. This will mark both sessions as complete. By clicking on the Zoom link available on each session page, it will indicate that you have completed and attended that session. Do that for every session on each day of the conference, and you will gain your “Day 1” and “Day 2” badges, which can be viewed and checked on your profile page.

## ✓ JOIN THE SESSION

[Collapse all](#)

Please click on the link below to be eligible for a badge on this session. The badges will serve as your attendance to the session and a necessary condition to attain the certificate of completion.

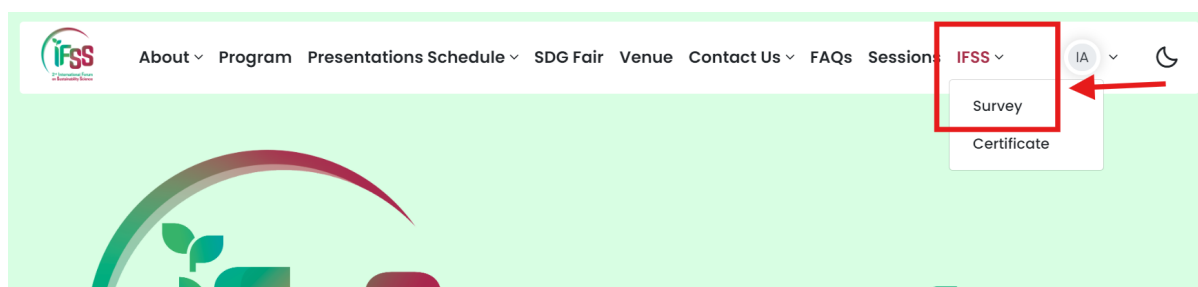
 [Click Here to Join the Zoom](#)

Meeting ID:  
Password:

You must  
✓ View

✓ Done

- When you have collected all the Day badges, only then will you be able to be given access to the **Conference Survey Forms**. The surveys can be accessed on the “IFSS” dropdown tab on the menu along with the Certificate tab.



- On the survey page, you will be asked to answer two surveys (Conference Platform Survey and Conference Evaluation Form) which you must access and complete to then gain the “Survey Completed” Badge. Only with this badge will you be given access to the Certificate page and claim your Certificate of Participation.

**Please be informed that the surveys can only be accessed thirty (30) calendar days from the last day of the conference (deadline is on **06 November 2026**).**

 [Conference Platform Survey](#)

✓ Done

 [Conference Evaluation Form](#)

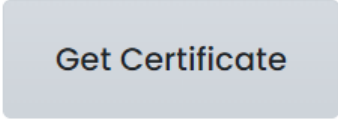
✓ Done

- Finally, after you have gained the “Survey Completed” Badge, navigate to the certificate page, which can be accessed through the IFSS dropdown tab as seen previously. **But before generating your certificate, it is recommended to check and edit your profile name to your desired name which will show in the certificate.** After checking, on the page, click on the “Generate button and download

your Certificate of Participation. Please note that you can only generate the certificate once.

**Please be informed that email requests to correct names on the Certificate of Participation *will not be entertained*.**

Click the button below to save your certificate to your computer.

A rectangular button with rounded corners, light gray background, and a thin dark gray border. The text "Get Certificate" is centered in a dark gray, sans-serif font.

Get Certificate

- *END* -