## GUIDELINES FOR PREPARATION AND UPLOADING VIDEO PRESENTATIONS ISCS BRAWIJAYA 2020

All registered authors with accepted abstracts should prepare and upload a **pre-recorded video** of their presentation. This is a **prerequisite** for a paper to be included in the Seminar Programme. Please note that your presentation file must be a video file in **MP4 format**, and the duration of the presentation should strictly **not exceed 15 minutes**. Upload and submit your link video presentation **before Monday**, **2 November 2020** 

The pre-recorded videos will be available to the participants during the Seminar and in the post-Seminar Video Library in the Seminar Website. It is recommended that your pre-recorded presentation includes a window box with the speaking presenter via a webcam, instead of a voice-over presentation only.

## **Instructions for Recording your video Presentation**

Our recommended approach is to record a compatible video, using a webcam or an external video camera to create a small window of the speaking presenter and an external microphone or headset for the audio.

Both Zoom and Powerpoint presentation software allow recording audio and video directly in the application and can export appropriate video files in MP4 format. See relevant links below for more information regarding Powerpoint and Zoom.

## **PowerPoint**

Follow these <u>instructions</u> to add audio and video to your slides.

Follow these <u>instructions</u> to generate a MPEG-4 (.mp4) file from your slides and audio/video.

## Zoom

Follow these instructions for local Recording