

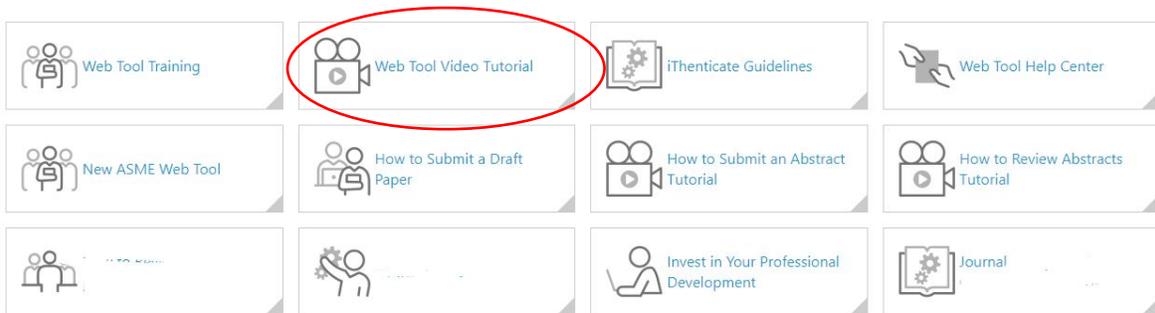
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### VIDEO TUTORIAL

After signing the release, you will be able to walk through the video submission process. The video upload instruction videos are available on the conference site under the resources section.

#### RESOURCES



### UPLOAD VIDEO

To upload your video, click "file upload" on the field below the speaker release and upload the video file in the indicated format. **Click "save and finalize"** when done to finalize your submission. All videos must be in .mp4 or .mov format.

**Video Submission** \*

Please follow these tips and guidelines prior to recording and uploading your video presentation. Video upload deadline is [ ]  
 When you have uploaded your video, you can click Save and Finalize.

**Choose File** No file chosen

Would you like to update your bio? \*

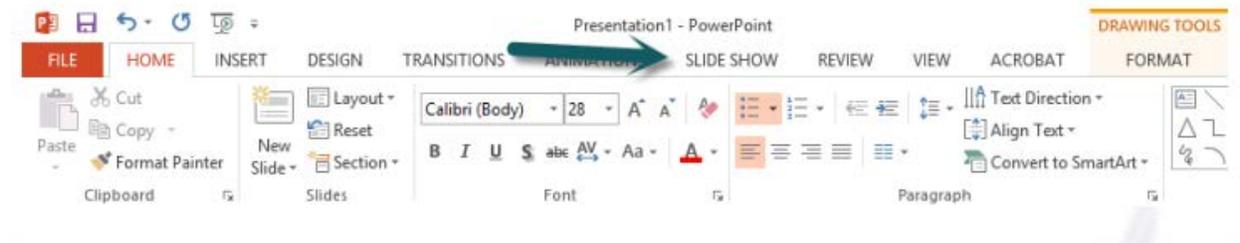
**Technical Keywords** \*

Start typing in your keywords and any matching words will start to appear. If your keyword is not in the database it will appear in red text and you will not be allowed to submit your draft paper.

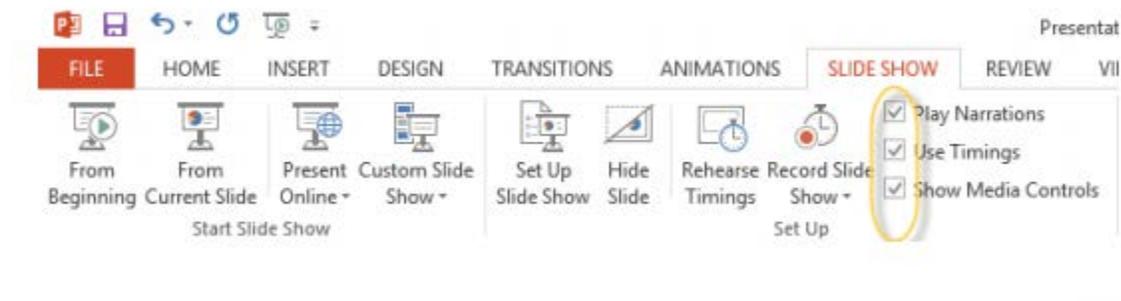
Prev Save **Save and Finalize**

## HOW TO RECORD A VIDEO WITH AUDIO USING POWERPOINT

On the main page, select Slideshow

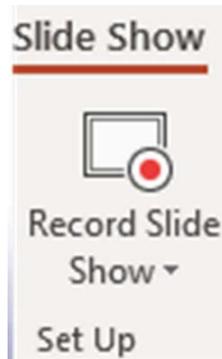


Make sure all three options under the Slideshow tab are selected

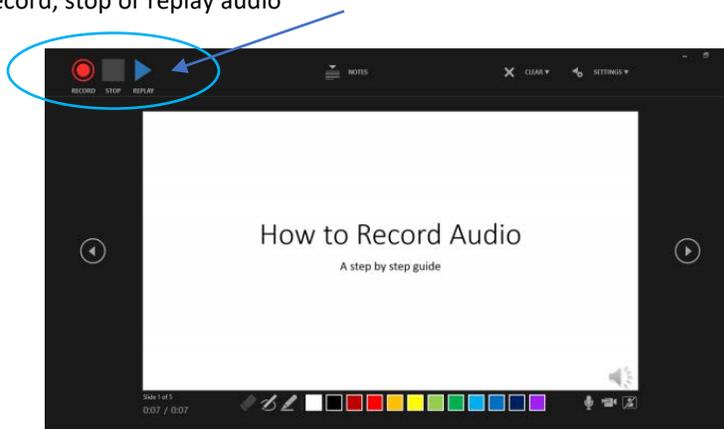


Select "Record Slide Show"

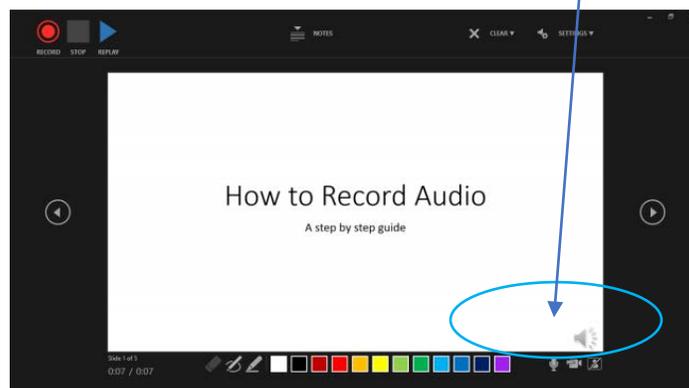
Note: holding down the arrow will allow you to either record audio from the beginning of your presentation or start recording from the current slide.



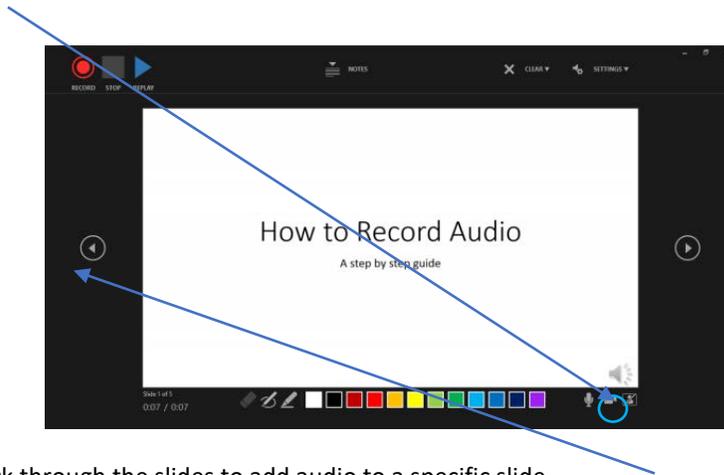
Use top controls to record, stop or replay audio



This symbol lets you know audio has been recorded, and is ready to play.



This symbol is clicked to record a video to add inside of your slide. This button will turn camera on/off as you record audio.



Use the arrows to click through the slides to add audio to a specific slide.

Tips for inserting audio:



It works best to add audio to your slides after your presentation has been completed.



Be sure to time your PowerPoint to ensure it meets time limit requirements. These can be found on the submission site.