

Dear 8<sup>th</sup> INCOMaR 2021 Presenters,

## **GUIDELINES FOR PRESENTER: PRESENTER MATERIALS**

In view of the Covid-19 pandemic and some travel restrictions, especially to international delegates and domestic presenters, we encourage the presenters to submit their presentation materials in advance before the conference date, on the 20<sup>th</sup> August 2021. The presenter is recommended to record their presentation using CISCO Webex. The guidelines for video recording are as follows:

- I. Video duration should be less than 10 minutes in length with a maximum of 200MB size.
- II. Video submission should be in MP4 format with at least 720p resolutions.
- III. The presenter is required to apply narrated presentation (PowerPoint (PPT) slides with both voice and webcam camera). The presenter screen should appear at the top right corner of the main screen (**Refer to Figure 1**).
- IV. The file name must include Registration ID (ConfBay), e.g., INCOMaR 2021:001-001
- V. The presenter must use the standardized virtual background and template for the PowerPoint presentation. The presenter may download the template [HERE](#).
- VI. Please use the paper ID as a File Name for the video (**Refer to Item IV**)
- VII. The presenter may upload the recorded presentation [HERE](#).

## **GUIDELINES FOR PRESENTER: PRESENTATION TIME**

The presenter must virtually be present on the designated parallel session on the conference date ([Click HERE](#)). There will be a Q&A session after the video presentation. Kindly be informed that the time allocated for the Q&A session is between 5-10 minutes.

The INCOMaR 2021 will update on the time and date of the parallel session very soon.

**Figure 1** (For example ONLY)

