

There are many tools that can be used for creating a high-quality video presentation. We encourage our attendees to use their favorite tool, so long that the final product is an mp4 file with 1080p resolution and smaller than 1 GB. Large files or files that are not in the format above will not be accepted.

Here are some tips for producing an acceptable video presentation.

- 1) Make sure you have a good microphone. The delivery of your story is the most important thing. If people struggle to hear you, they will not pay attention to you. In many cases a built-in microphone in a laptop may be acceptable, although they tend to pick ambient noise easily. A more traditional USB microphone has been found to work much better.
- 2) Close your door and windows and find a quiet location to minimize ambient noise.
- 3) Prepare the recording by making test videos. Put yourself in the shoes of someone who does not know you. Is your delivery clear? Is there background noise you did not notice during recording?
- 4) Start the recording with your slides in full screen.
- 5) Time yourself. This is very important because if a video is too long, it will be cut.
- 6) If you decide to add video of yourself, make sure the video is not the dominant part of your presentation. In this case, a webcam will do. A good delivery has the slides in full screen showing you talking in front of the camera in a small inset situated in a peripheral area of the screen. You may need to adjust your slides so that the area covered by the inset never has any relevant information.
- 7) You might want to consider having good lighting coming from behind your camera. Never from above or behind you.
- 8) Follow the same guidelines you would normally follow when giving an in-person presentation.

It is common to use an OS-built-in tool to record a video. We found that many of these tools tend to produce very large video files. After the fact, this can be corrected with video editing software to optimize the output for the task. A good, free software for this is Handbrake, but there are many other programs that will work as well.

As good planning practice try a few tools. We recommend starting off with a tool that is specifically designed for video optimization. For example, recording yourself with a video conferencing tool will produce the desired result, and likely a file optimized in size. In this case, expect a video presentation to be about 100-200 MB for a **15 minutes** recording of an **oral** presentation and much less for a **5 minutes poster** presentation.

As a **Presenter** you will **find more information** for different tools in the download area of the **conference system** under [documents](#).