

For Invited Speakers

How to Make a Presentation Video

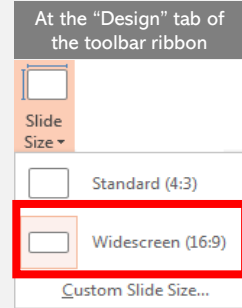
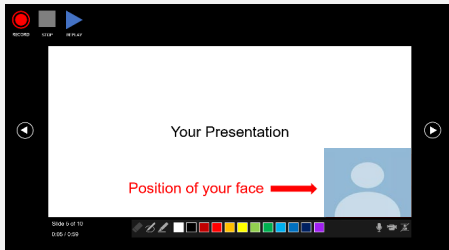
Submission Due : August 26 (Fri), 2022





Please read the instructions below thoroughly before making your presentation video.

1. The slide size of your presentation file (*.ppt, *.pptx) should be **16:9 (Widescreen)**.
2. Recording function with video in MS PowerPoint only available **in 2019 and higher versions.**
3. The video presentation should include your **face and voice.**
****Please make sure to leave empty on the right bottom of your slides so that your face on the recording does not block your presentation.**



4. We highly recommend you use a **separate mic system (such as earphone with mic)** other than the built-in mic in order to minimize the noises.
5. Export the presentation as a video.
6. Upload your presentation video → **HERE**

Format

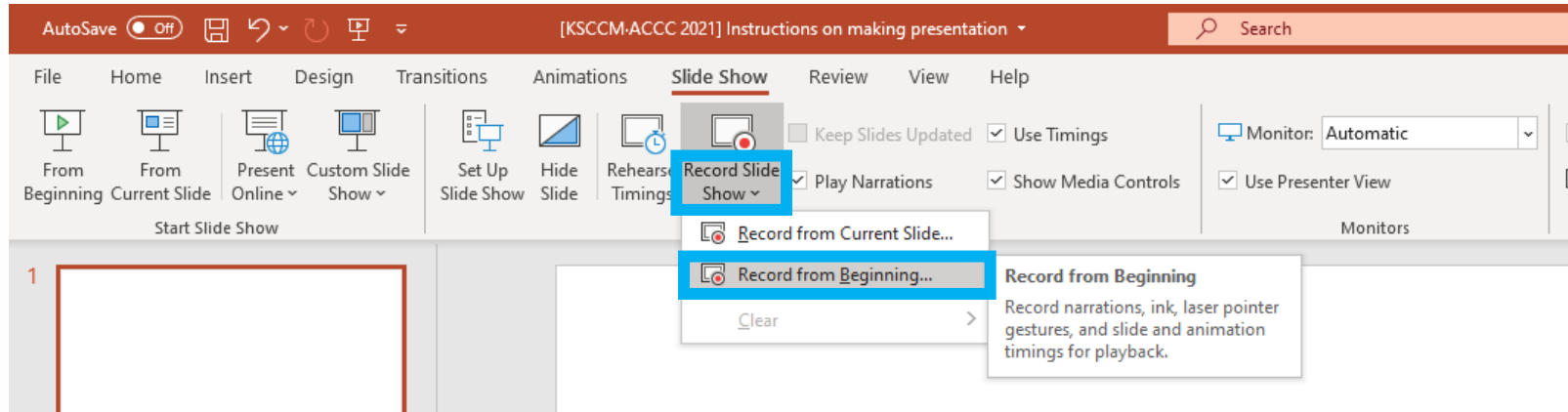
MP4

Resolution (pixel)

Higher than 720px

★ How to record

1. Click Slide Show → Record Slide Show → Record from Beginning



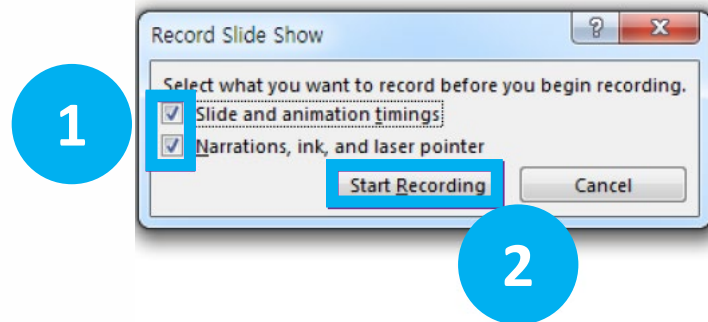
[Reference Video](#)



★ How to record

2. Start Recording

-Please note that this pop-up below may not show up depending on your MS PowerPoint version.





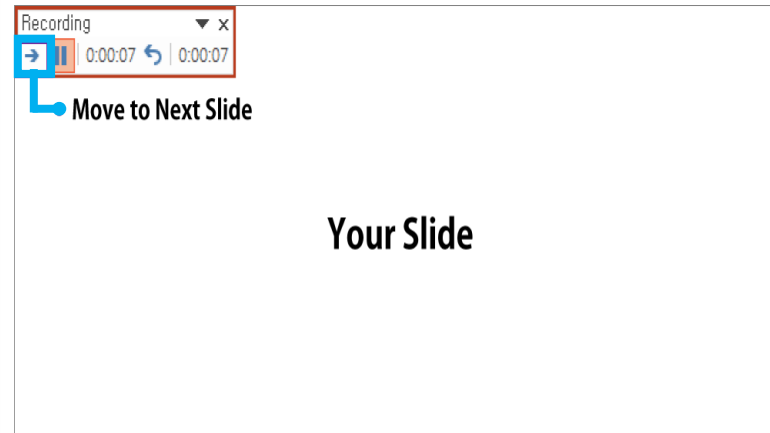
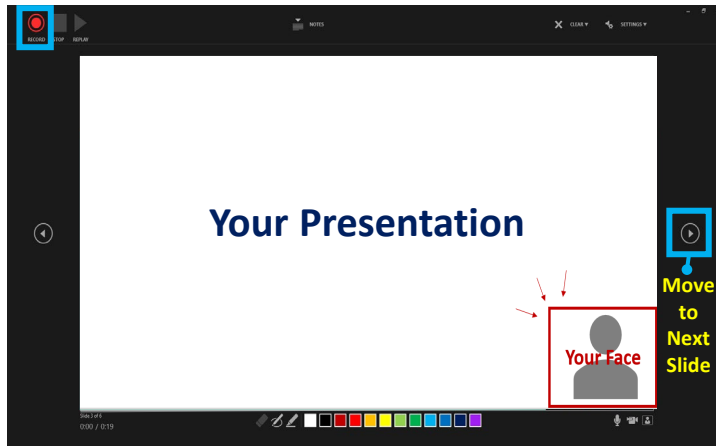
[Reference Video](#)



★ How to record

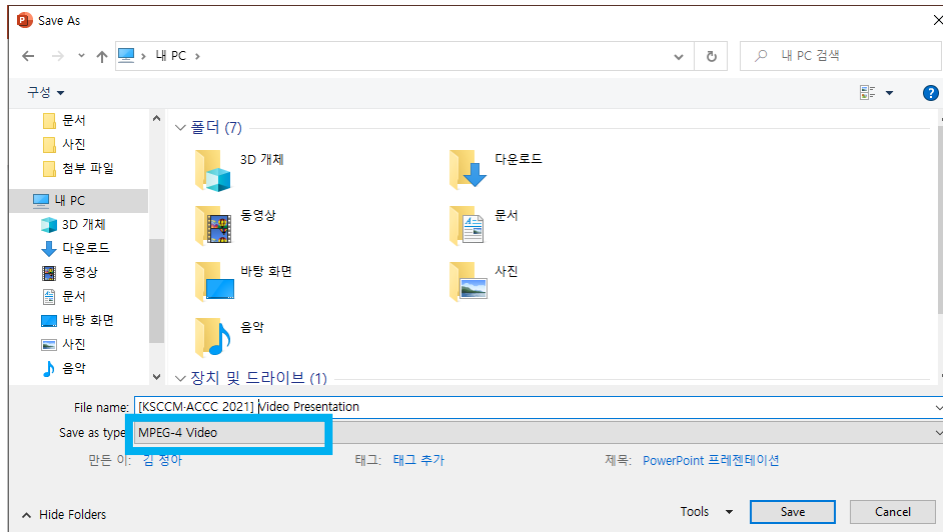
3. Recording & Finish

- Start recording by clicking the  button at the top left corner.
- Please click  button when you finish the recording.
- We recommend you record slide by slide other than record the whole slide at once.
By doing this, you can fix mistakes much easier.



★ How to save

2. Save as type : MPEG-4 Video

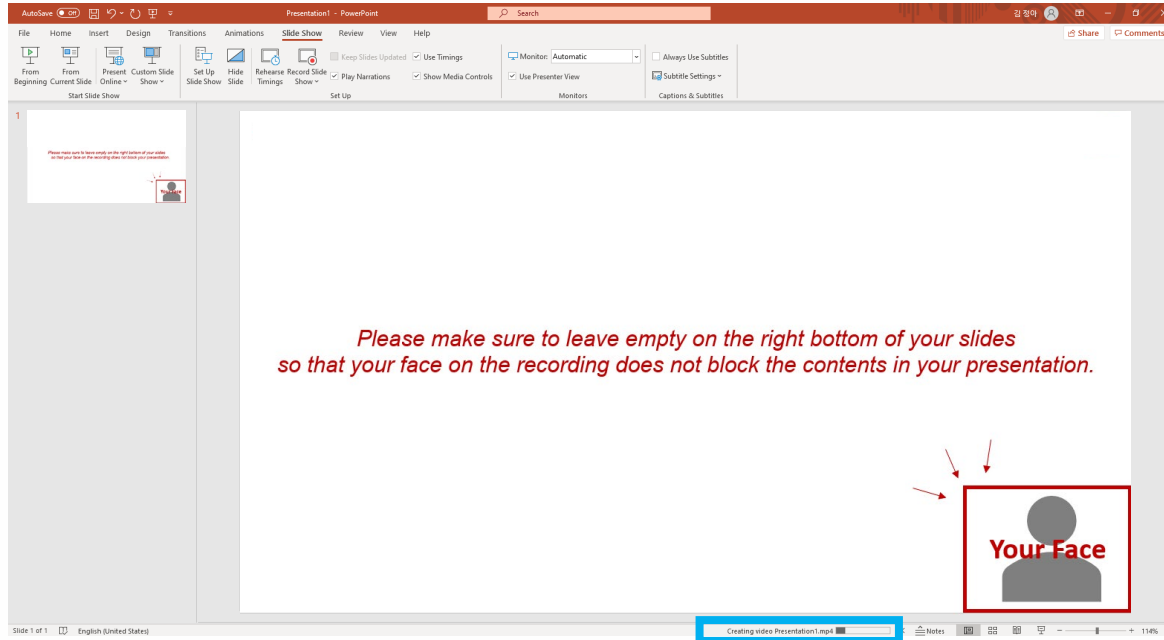


[Reference Video](#)



★ How to save

- It might take a long time to create the video presentation. Please wait until the process is 100% done



[Reference Video](#)

