

## Online Video Presentation (OVP) - Guidelines for Participants

### **(A) Preparation of Presentation Video and Slides**

1. Please prepare a video presentation, having you presenting in front of a camera OR your voice over the PowerPoint OR a combination of any other creative methods of your preference. For example, you may use multiple screens, one for the PowerPoint presentation slides and a smaller one with you as the presenter.
2. The video duration should be between 10 to 15 minutes.
3. All information about the presentation such as title of the paper, authors' name and affiliation must appear on the first slide of your presentation.
4. Presentation can be in English or Bahasa Malaysia.
5. Recommended file formats:
  - Video presentations: MP4, MPEG4, MOV, WMV, FLV, AVI, etc
  - Presentation slides: PDF, PowerPoint

#### **Useful Guides**

- *How to Make a Video in PowerPoint - ppt to video (by Kevin Stratvert):*  
<https://www.youtube.com/watch?v=D8JV3w4TOVw>

### **(B) Submission of Presentation Video and Slides**

1. Please send the presentation video and slides (optional) at least a week before the conference day via:  
Option 1: Downloadable Google Drive link (change setting to 'Anyone with the link')
  - enter the link into the system or email it to [admin@asianscholarsnetwork.com](mailto:admin@asianscholarsnetwork.com)  
Option 2: Internet File transfer services (WeTransfer, etc)

**DO NOT UPLOAD YOUR VIDEO ON YOUTUBE!**

#### **Useful Guides**

- *How to upload files on Google Drive and share through link | How to use Google drive (by How To):*  
<https://www.youtube.com/watch?v=JZTaK6T08TE>
- *How to use WeTransfer file transfer service (by Care Home Marketing Expert):*  
<https://www.youtube.com/watch?v=qmzMsSCKj4E>

### **(C) Online Video Presentation on the Conference Day**

1. All presentation videos will be posted in Asian Scholars Network's YouTube Channel.
2. The presentation video and slides will be made available for view or download by the public.
3. Since the conference is not a live session, there is no specific itinerary / programme on the conference day.
4. However, just like normal conferences, we would like to make this conference to be interactive so that there will be 2-way knowledge sharing and exchanging of ideas between the presenters and viewers. Hence, we would appreciate if you could respond to any comments or questions (at the YouTube comment section) from the viewers pertaining to your presentation at your convenience time.
5. Please share the links with your friends and colleagues! Don't forget to subscribe to our YouTube channel for more exciting updates on the event.

#### **Asian Scholars Network YouTube Channel**

- Please visit our YouTube channel at <https://www.youtube.com/c/AsianScholarsNetwork> to watch presentations from previous conferences.
  - If you need any help, please email to [admin@asianscholarsnetwork.com](mailto:admin@asianscholarsnetwork.com).

THANK YOU