**Virtual Conference Submission Instructions**

Virtual Presentations:

* You may use PowerPoint, Prezi, Keynote or any other program, if your presentation includes a slide presentation. You may use PowerPoint or any other program to record the video.
* How to Make a Video Presentation in PowerPoint: <https://www.youtube.com/watch?v=D8JV3w4TOVw>. This tutorial uses PowerPoint that comes with Office 365.
* Presentations should be around 10 minutes. You must save the file as a .mp4.
* File naming - please name your file the following way: FirstInitialLastName\_SES2020.mp4
* **Presentations are due no later than August 24, 2020.** When your file is ready, please upload it on OneDrive. Click ‘Upload’.

**Link to OneDrive Folder**: [https://uoguelphca-my.sharepoint.com/:f:/g/personal/sesgsc\_uoguelph\_ca/EipfWnpOGuVNtSn4CT2MeQoBFZLL5GEfgIwvg\_gTEjqXwA?e=3MUpmv](https://uoguelphca-my.sharepoint.com/%3Af%3A/g/personal/sesgsc_uoguelph_ca/EipfWnpOGuVNtSn4CT2MeQoBFZLL5GEfgIwvg_gTEjqXwA?e=3MUpmv)

(Accessible to only UofG emails.)

Twitter e-Posters:

* Create and upload your e-poster to twitter in four images following the guidelines for PowerPoint below.
* Set the aspect ratio of your slides to 9 inches wide and 5 inches tall, select landscape view.
* Use large text, minimum size 13.
* Include the SES logo. You can find various versions here: <https://ses.uoguelph.ca/about-ses/ses-logo>
* Save the slides as .PNG files and export them together
	+ FILE < EXPORT < CHANGE FILE TYPE < PNG < SAVE AS < ALL SLIDES
	+ Save your file using this format: FirstInitialLastName\_SES2020.PNG
* You will now have a folder with your images that you can upload to twitter.
* Think about which hashtags and tags to add. Be sure to add the twitter handle of your lab and any collaborators. A typical text for your tweet should contain the right hashtags (#) relating to your poster topic and a tag (@) to your co-authors or affiliation, and @UofG\_SES if you are tweeting from your personal/professional account.
* Include a brief summary of your research in a tweet thread of 1-3 tweets.

