



INSTRUCTION FOR UPLOAD OF POSTER FILE AND PRE-RECORDED VIDEO

For Mini-Oral with Poster presentations

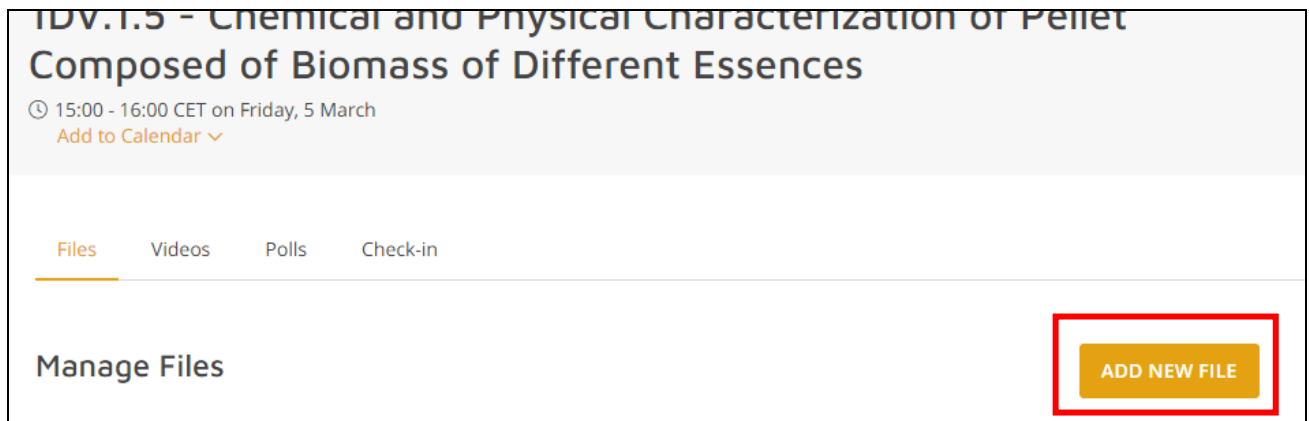
How to Upload a Poster File to your Session Page

Presenters of Visual Presentations are requested to upload their posters and the 3 minutes explanatory video between 8 and 22 April 2021 by using the EUBCE 2021 platform at <https://virtual.eubce.com>.

We kindly ask you to **upload on** the EUBCE 2021 platform **at least your poster file in pdf format**. It should be prepared following the instructions in the Notes for Presenters available at <https://www.eubce.com/instructions-notes-for-presenters/>.

To upload the poster file to your session page:

1. Log in to the event at <https://virtual.eubce.com> (credentials provided after registration)
2. Select the Schedule menu button and then click on Agenda
3. Locate your session and select it
4. Choose you Mini-Oral
5. Select the **Manage** button
6. Choose the **Files** tab
7. Select the **Add New** File button



7. In the Display Name field, type the name you would like to be displayed with the file (short title of your work).
 - **The first uploaded file will show as embedded pdf in a viewer to zoom in and out.**
 - The PDF (Portable Document Format) is the only accepted file type for the poster.
 - The file size of the PDF should not exceed 10 MB (once converted into PDF).
 - The minimum resolution of the graphs should be 300 dpi (dots per inch) and use simple color (standard + RGB). The file type of the illustration inside the presentation should be .jpg, or .gif.
8. Click Upload to select your file
9. Press the Save button.



How to Upload a Video File or embed a Video Link to your session page

If you use a link, the video player in the app will embed videos from the following providers:

- [Amazon IVS](#)
- [Boxcast](#)
- [Castr.io](#)
- [DailyMotion](#)
- [Facebook](#)
- [IBM/Watson](#)
- [Mediasite](#)
- [Qwikcast](#)
- [Twitch](#)
- [YouTube](#)
- [Videopress](#)
- [VidYard](#)
- [Vimeo/Livestream](#)
- [Whereby](#)
- [Wirewax](#)
- [Wistia](#)
- [Wowza](#)

Audio:

- Soundcloud (audio only)

Additionally, we can embed an uploaded video if it's one of the following file types:

- .mp4*
- .mov*
- .webm
- .hls

*.mp4 and .mov files must be encoded with H.264 (AVCHD) video codec and AAC audio codec. If you are using an editing system such as Premiere or Final Cut, use an export preset for YouTube or Vimeo for best results.

We kindly ask you to **prepare the video** by following the instructions in the Notes for Presenters available at <https://www.eubce.com/instructions-notes-for-presenters/>.

After preparing the pre-recorded video file or video link:

1. Log in to the event at <https://virtual.eubce.com> (instructions have been sent to you if you have a valid registration for this event)
2. Select the Schedule menu button and then click on Agenda
3. Locate your session and select it
4. Choose you Mini-Oral
5. Select the **Manage** button
6. Choose the **Videos** tab
7. Click **Add New** Video button
8. Choose "Upload Video" to upload a video file from your local computer or "External Link" to add a link to a third-party service such as Vimeo or Youtube, then Save.
9. Name your video as you would like it to appear to attendees.