



INSTRUCTION FOR PRE-RECORDED VIDEO UPLOAD

For Plenary or Oral presentations

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

Presenters of Plenary or Oral Presentations are requested to upload their pre-recorded video between 8 and 22 April 2021 by using the EUBCE 2021 platform at <https://virtual.eubce.com>.

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 is 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.

After preparing the pre-recorded video file or the video link by following the instructions in the Notes for Presenters available at <https://www.eubce.com/instructions-notes-for-presenters/>:

1. Log in to the event at <https://virtual.eubce.com> (credentials provided after registration)
2. Select the Agenda
3. Locate your session and select it
4. Select the **Manage** button
5. Choose the **Videos** tab
6. Click **Add New** Video button



7. 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.
8. Name your video with your First name and Last name.
9. **IMPORTANT: leave the "Release uploaded video on meeting start time" checkbox flagged so the video will become available once the session starts, but not before**