



## Pre-Recorded On-Demand Session

This session will be offered as a pre-recorded narrated PowerPoint (PPT) or Keynote presentation. This CE session will be recorded well in advance of the virtual Annual Meeting dates and will be available to all meeting registrants on demand for one year following the virtual Annual Meeting.

### Content

- All content will be uploaded by speakers ahead of time via the ProjectionNet platform. Deadline for upload: **March 29**.
- Speakers will record their own Narrated PPT (provided) or Keynote presentations using ZOOM (see included instructions). All presentations must utilize a **16:9 format and 1080p video resolution**. Narrated presentations should be saved and submitted on the ProjectionNet platform as a mp4 file. **Platform link will be provided in January.**

See the following links for more information on narration and best practices in ZOOM:

- [Best Practices for Recording](#)
- [Recording with Zoom](#)

### ProjectionNet Technical Support

- Speakers may schedule an appointment with a ProjectionNet technician to assist them with uploading narrated presentations and video files. Technical appointments must be scheduled for **January 15 to February 1**.
- A scheduling tool will be provided through the ProjectionNet platform so speakers can make a 15-minute appointment with a technician to:
  - 1) Review presentation content to ensure it will display well in a virtual environment
  - 2) Confirm speaker has all the hardware and software tools needed to create presentation
  - 3) Explain the steps necessary to create and upload the narrated video file.

**Note:** Upload assistance will also be available via email at [ascrs@projection.com](mailto:ascrs@projection.com) from **January 15 to March 29**.

- ProjectionNet staff will review uploaded presentations for quality assurance and assemble the entire session

according to ASCRS direction. ProjectionNet will contact speakers with any additional comments or proposed revisions.

- Beginning **April 24th**, Annual Meeting registrants will be able to log in and view these pre-recorded sessions. The pre-recorded sessions will be available up to one year.

*Thank you for your time, pre-planning, and coordination to help produce an outstanding*

*2020 ASCRS Virtual Annual Meeting!*