

AOGS2021 VIRTUAL **Presenter Guide**

KEY DATES

- **Submit Your Presentation Files to AOGS MARS (Opens 15 Jun 2021)**

Oral: The deadline for submitting pre-recording is 06 Jul 2021

Poster: The deadline for submitting digital poster is 13 Jul 2021

Including Entries to Best Student Poster Competition and Geoscience Challenge

- **Pre-Scheduled Practice Sessions For**

Presenters: 12 to 16 Jul 2021

Session Chairs: 19 to 23 Jul 2021

Plenary Speakers/Panelists: 26 to 30 Jul 2021

(Axford Lectures, Distinguished/Kamide Lectures, Medallist Lectures & Panel Sessions)

Get Ready!

All presenters will require a PC or Laptop with

- Camera & Microphone
- Webcam Specifications: Minimum 0.5 Megapixel
- Compatible Browsers

Make sure that your browsers are updated to their latest versions

- Internet Explorer
- Edge
- Firefox
- Chrome
- Safari



Lighting/Camera

Diffused light in front of you will usually work best to avoid shadows. Try to position your camera so that it is just above your eye level.

Presentation/Clothing

Darker colour shirts/blouses appear better on camera. Try to avoid busy plaid or patterned outfits.

Audio/Sound

Avoid or minimize sounds in your background. Ensure that your voice can be heard loud and clear.

AOGS Policy on No Show

Each accepted abstract to AOGS2021 must be presented by the registered author/co-author during the online conference. By default, the registrant is deemed to be the presenter. This can only be the author or a co-author of the abstract.

Accepted Abstract Presentations

The virtual presenter event will be conducted via Zoom Meetings and requires a paid registration to attend. Presenter functions (via ZOOM) are auto-enabled in MARS (see "Author Options") to paid registrants only as and when it becomes available.

Presentation Format

Presenters **pre-record** their individual presentations.

Only the Q&A is conducted **live** during the scheduled session time. Each presentation will consist of two parts.

If Oral

- 10-min pre-recorded video of the presentation
- 5-min live Q&A for attendees to meet virtually with presenters and ask questions or give feedback

If Poster

- Pre-uploaded poster on public display from Mon-26 Jul to Tue-31 Aug, 2021
- 10-min live Q&A for attendees to meet virtually with presenters and ask questions or give feedback

Rehearse Your Presentation

Purpose is for Presenters and Session Chairs to familiarize themselves with the virtual platform and its features. The AOGS2021 Virtual Meeting team will schedule practice sessions with presenters in the week of 12 to 16, Jul 2021. All Presenters will be invited to participate.

Let's test your connections well in advance and check pre-recordings for:

- ✓ Quality sound & video
- ✓ Quality connectivity
- ✓ Quality presentation

Testing Your Presentation in Advance

During the conference, if you have questions or wish to test your presentation on Zoom, you can visit the Help Desk any time even if your presentation is on a later day.

Singapore Standard Time Help Desk Hours:	Mon-02 Aug to Fri-06 Aug	
	8am – 1pm (GMT+8)	2pm – 6pm (GMT+8)

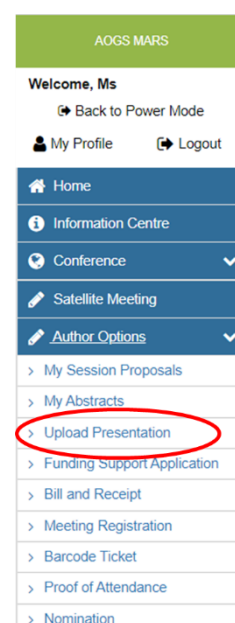
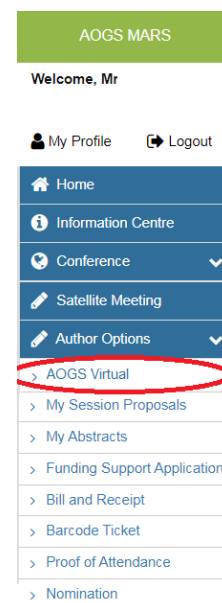
Oral Presentations

Preparing Your Video

- Speakers are required to submit a 10-min pre-recording of their presentation.
- The acceptable file format is MPEG-4 video (*.mp4), and the file size must not exceed 800mb.
- See also "[How to](#)" [Guide for Pre-Recording a Video](#)
- The deadline for submitting the pre-recording is **06 Jul 2021**.
- You can modify/resubmit your uploaded contents anytime but it must be before the submission deadline.

Submit Your Pre-Recording to AOGS MARS (Opens 15 Jun 2021)

1. Log-in with your email & password: <https://meetmatt-svr.net/>
2. On the left menu click on "Upload Presentation" to upload your file for your abstract.
This function is auto-enabled for individuals delivering oral presentations.



Deliver Your Presentation

Please connect to your session room in Zoom at least 15 minutes before the start of your session.

- The session host will play your **10-minute pre-recording** at the scheduled time.
- The speaker is required to participate in the live **5-minute Q&A session** to be held immediately after the presentation.
- Questions from the audience will be asked through the **Zoom Chat**.

Poster Presentations

Upload Your Poster

- Presenters must upload a PNG poster of their presentation
- Poster size is A0 in landscape format and the file size must not exceed 100mb
- Please see also ["How to" Guide for Preparing Your Poster](#)
- The deadline for submitting the digital poster is **13 Jul 2021**.
- You can modify/resubmit your uploaded contents anytime but it must be before the submission deadline.

Public Display

All Posters will be posted publicly for viewing from Mon-26 Jul to Tue-31 Aug 2021.

During the Live Chat – See Final Program for Your Timeslot

- Presenter delivers a walkthrough of their poster presentation followed by Q&A. Total Duration is 10-min for walkthrough and Q&A
- Questions from the audience will be asked through the **Zoom Chat**

Submit Poster to AOGS MARS (Opens 15 Jun 2021)

1. Log-in with your email & password: <https://meetmatt-svr.net/>
2. On the left menu click on "Upload Presentation" to upload your file for your abstract. This function is auto-enabled for individuals delivering poster presentations.

