



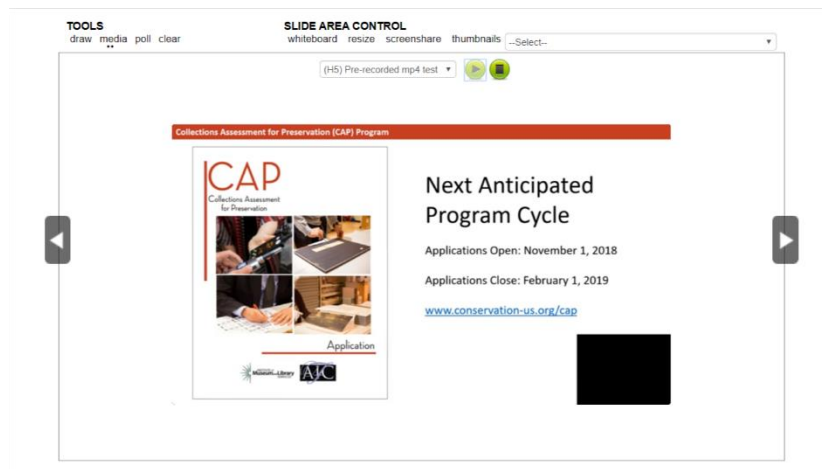
# 2020 Virtual Annual Meeting

## AIC Virtual Annual Meeting: Pre-Recording a Talk

If you are interested in pre-recording a talk for your session at the AIC Virtual Annual Meeting, please first be aware that the video will look different from other speakers' presentations. Live presentations will appear in a full-screen format shown below:



Pre-recorded videos appear in a screen-in-screen, shown here:



It is the responsibility of the speaker to pre-record the presentation and submit it to AIC staff in mp4 file format. A guide to recording a video through PowerPoint can be found at <https://support.office.com/en-us/article/video-record-presentations-2570dff5-f81c-40bc-b404-e04e95ffab33>. After creating your video, please export it as an mp4 file. Instructions on exporting an mp4 video can be found at <https://support.office.com/en-us/article/turn-your-presentation-into-a-video-c140551f-cb37-4818-b5d4-3e30815c3e83>. Please save the file in Full HD format.