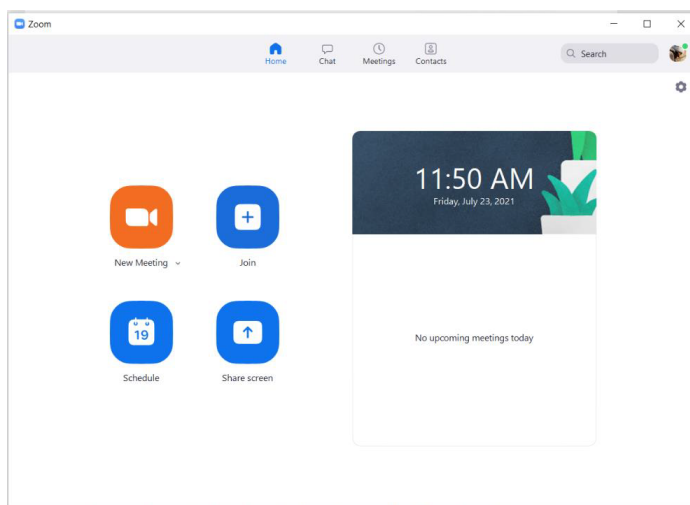




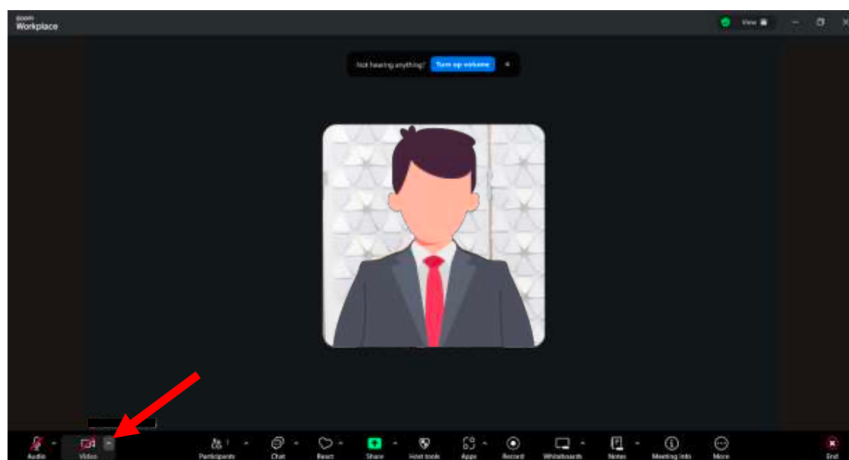
Video Recording Guidelines – Using Zoom Online Platform

This guide will assist you in preparing your video presentation

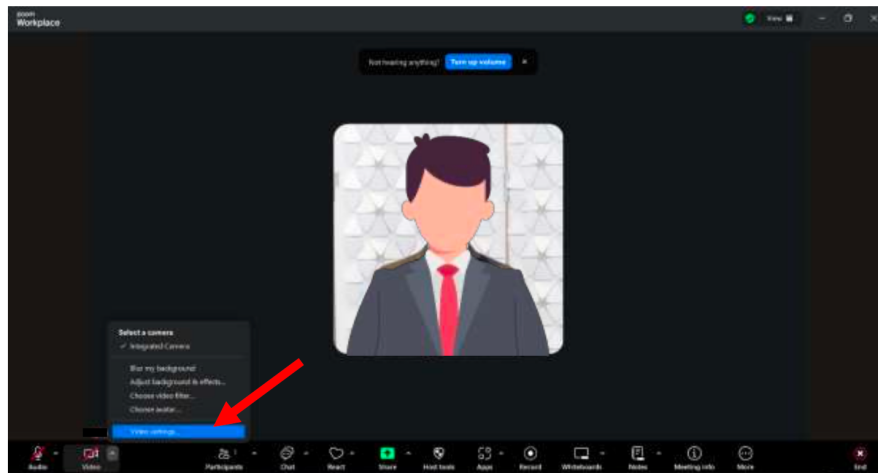
1. Prepare your presentation using the PowerPoint template given on the conference web.
2. Download and Install the **Zoom Client for Meetings** on your computer.
<https://zoom.us/download>
3. Open the Zoom application on your computer.
4. Click New Meeting.



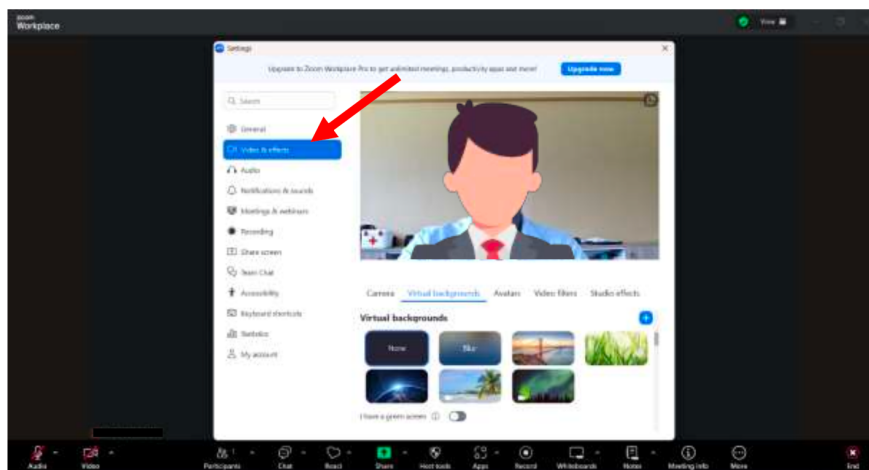
5. Select Join with Computer Audio
6. Go to Video options



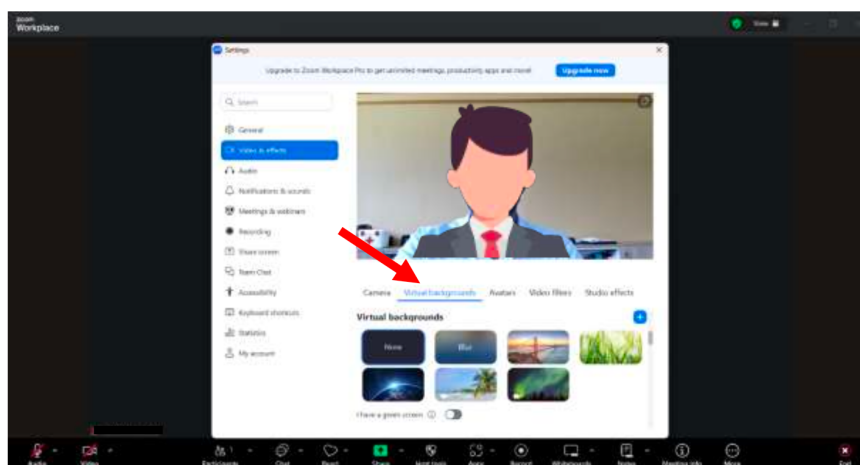
7. Click “Video settings



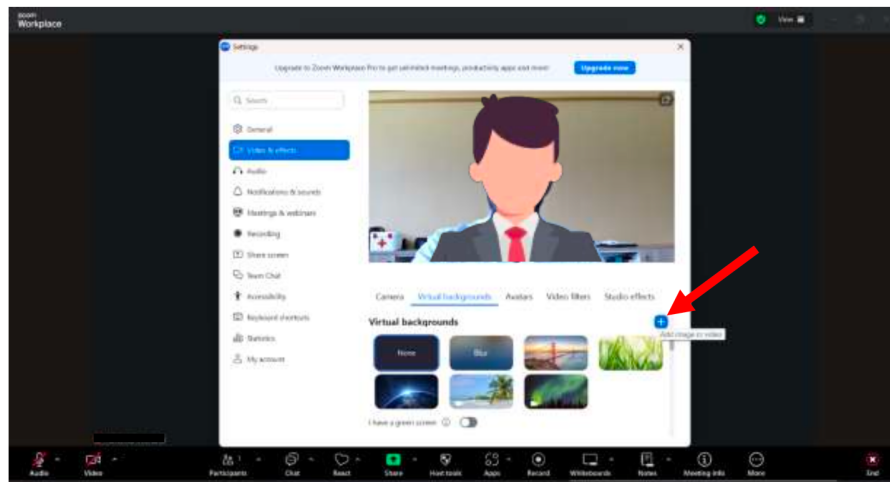
8. Click “Video & Effects”



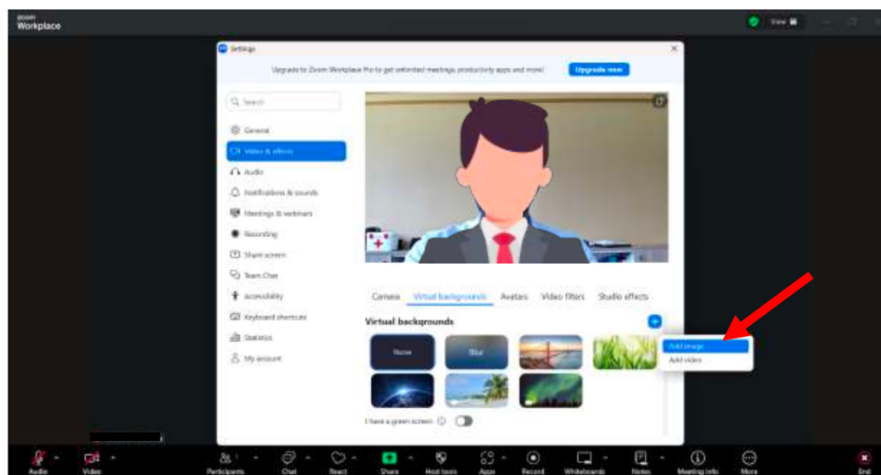
9. Click “Virtual Backgrounds”



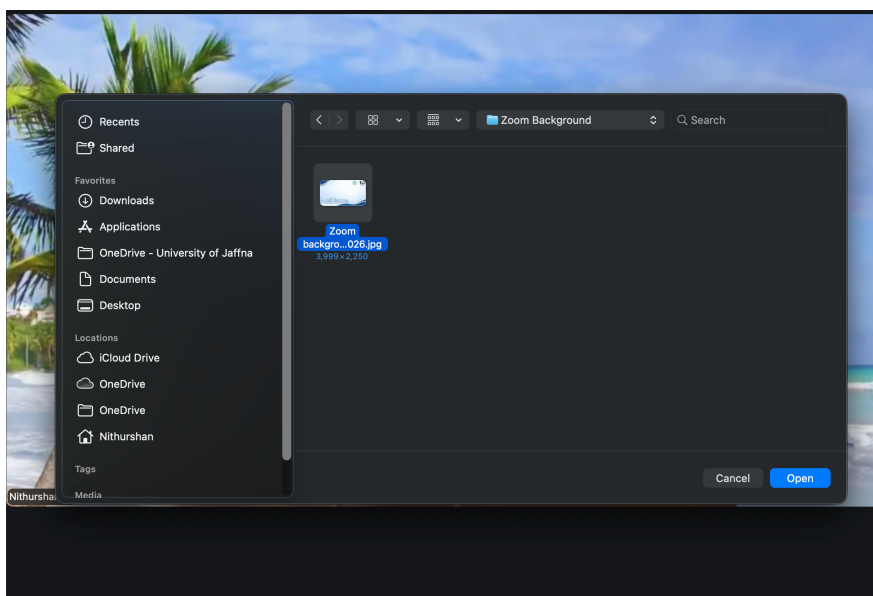
10. Click the “+” icon (add image or video)



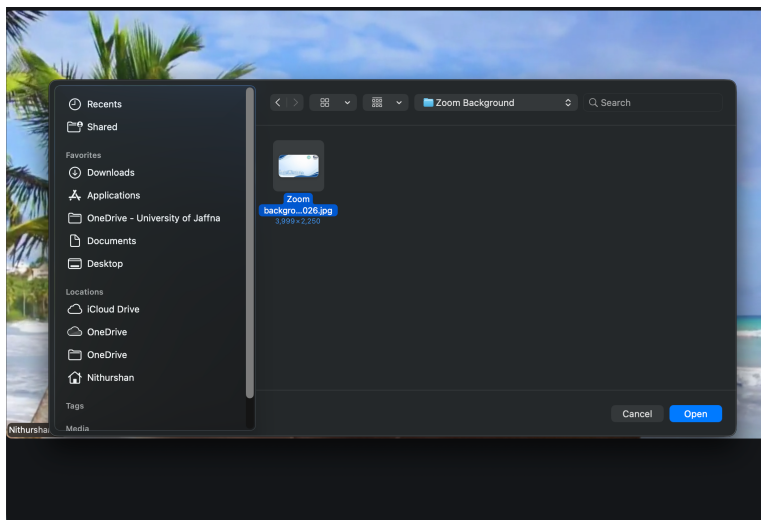
11. Click “Add image”



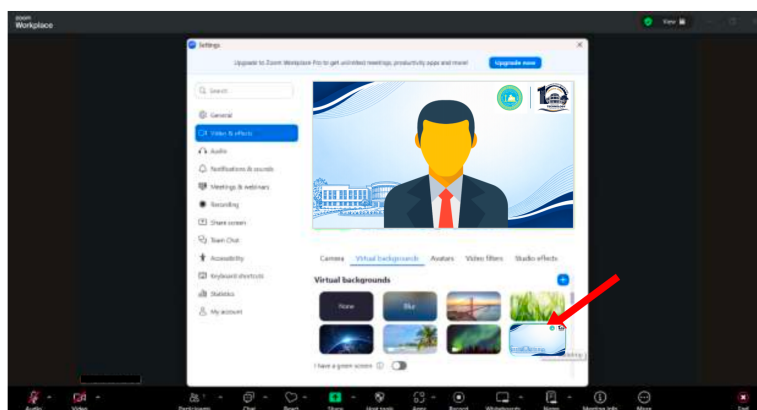
12. Select Zoom Background



13. Click “Open”



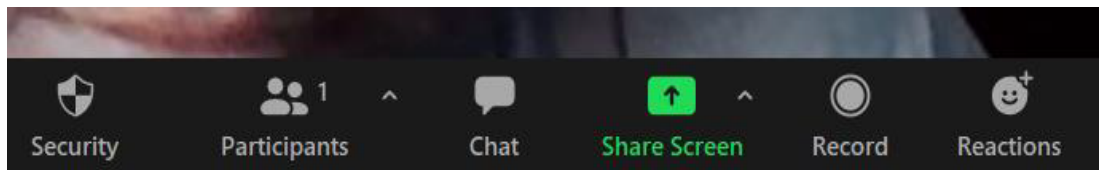
14. Select the Zoom Background



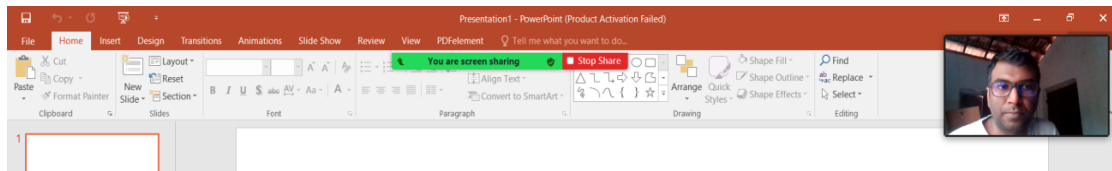
15. Turn on both camera and video



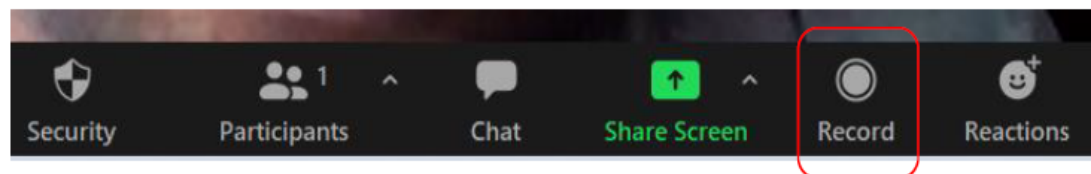
16. Click on Share Screen button at the bottom. And select your presentation.



17. Make sure that your video is visible above the presentation.



18. Click the record button at the bottom of the Zoom window, and start your presentation.



19. After the presentation is finished click stop recording. The Zoom will automatically convert the recording file and ask for a location to save it.

20. Go to the location of the video file. It is mandatory to save your recorded video presentation in MP4 format. Please rename your recording video by the article ID number before submission (TechInn2026_XXXXX)

21. Upload the MP4 version of your video presentation to [the given link](#). The authors will be notified of the submission.

General Guidelines.

- Select a noise-free location with plain background for your video recording.
- Play and check your video before submitting us.
- Kindly keep general ethics while selecting your attire.
- The presenter must be visible while recording the video.
- The maximum duration allowed for a presentation is 10 minutes. ***Recordings longer than given time will not be accepted.***
- You do not need to purchase Zoom facility to record your presentation. The free version of Zoom is sufficient for the recording.
- Maximum file size of the final video should be 100 MB.

