



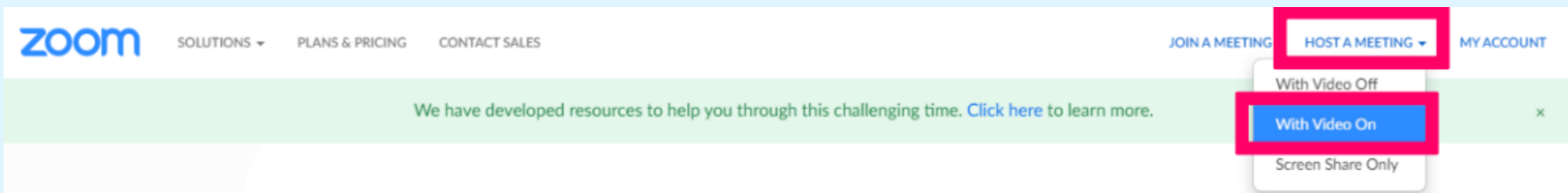
# [Guidelines for recording your video using ZOOM]

## Basic Rules

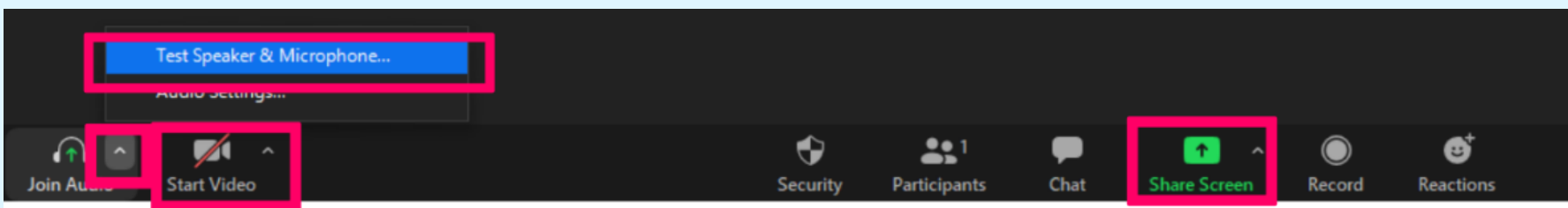
- ① Before you start your lecture, please introduce yourself briefly (name, affiliation, presentation title, etc.)

## Before you start

- ① Install the Zoom.us software on your computer from <https://zoom.us/download> .  
Once the application has installed, click Sign In (for existing account user) or Sign up free to create a new account.
- ② Log into the Zoom website (<https://zoom.us/>) ▶ 'Host a Meeting' ▶ 'With Video On' ▶ 'Open Zoom Meetings'.

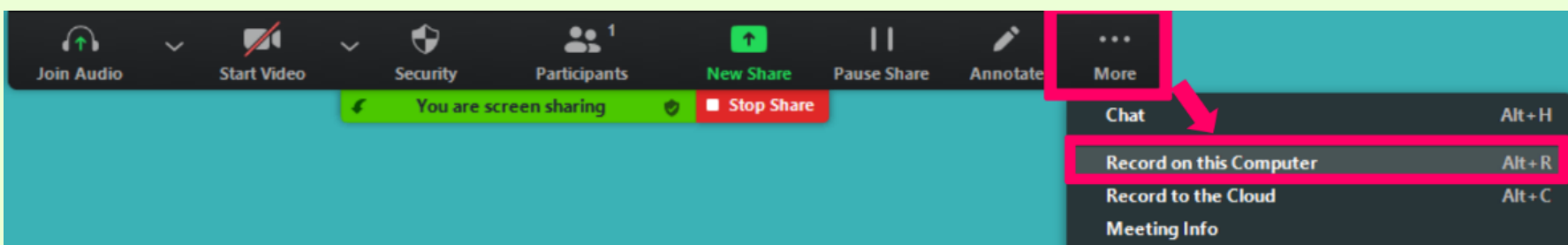


- ③ When the Zoom meeting window opens, hover your mouse over the bottom of the window.
  - 'Join Audio' by either using a microphone or headset through your computer.
  - Click the 'Start Video' button to capture yourself on video while speaking.
  - Select 'Share Screen' to select and start sharing the screen with your presentation file



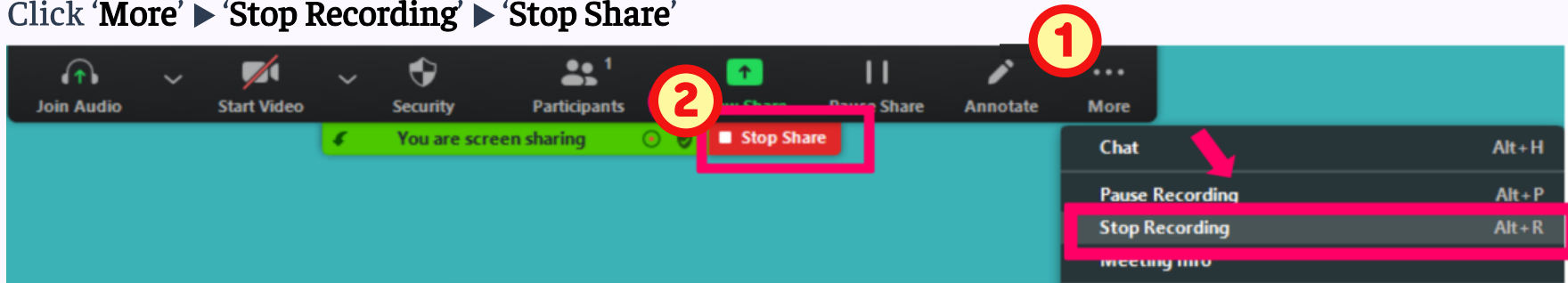
## During Recording

- ① Make sure the PPT slide goes to full screen (F5 Key; Windows OS)
- ② Click 'More' ▶ 'Record on this Computer' and start recording



## Finish Recording

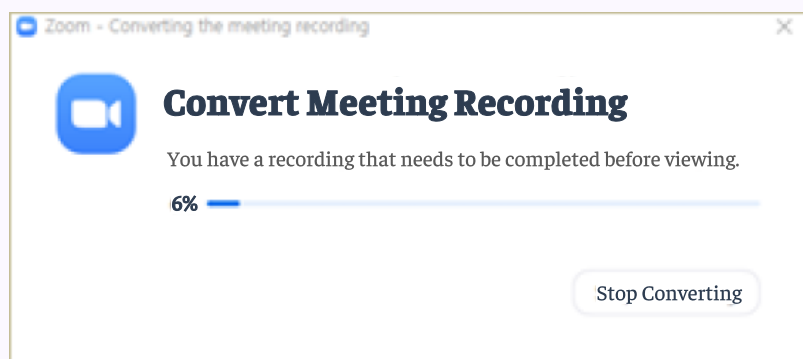
- ① Click 'More' ► 'Stop Recording' ► 'Stop Share'



- ② Click 'End' ► 'End Meeting for All'



- ③ After your recording is complete, the pop-up window below will appear. If you do not set up a folder, the recording will be saved in your Document folder in a sub-folder called Zoom by default.



## Review

- ① Please review the video from start to finish to check if there are any errors.
- ② Be sure to check all the problems with the lecture video quality, voice, video loss, etc.  
If there is any problem with the lecture video, the secretariat may ask you to record the lecture again

## Video Submission

- ① Please visit the ISUCRS 2024 website and navigate to Call for Abstract ► Presentation Guidelines.  
Under 'Video Presentation,' click the Submission button to submit your video.  
- **File name:** Abstract Submission Code\_Name, i.e. EP01-1\_Gildong Hong
- ② After the correct MP4 file is uploaded successfully, please click the "Save" button.
- ③ If the video for the exhibition has not been submitted by the deadline, the first file received when the abstract submission will be used **Submission Deadline : July 31, 2024**