

Technical Guidelines for Case Presentation

Please read the guideline carefully and prepare your presentation.

Pre-recorded Video for Oral Presentation

Your pre-recorded video will be displayed during a designated presentation session during the Congress, followed by a Q&A session. ALL presenting authors are required to show up virtually at the Q&A sessions.

Please read the requirements and regulations below before recording your video:

Video Specifications

- Length: 6-8 minutes, maximum 8 minutes
- Language: English
- Format: .mp4 or .mov
- Minimum video resolution: 1280x720 pixels

Requirements

- Please state the following items on the 1st presentation slide:
 - Paper number
 - Abstract title
 - Full name of presenting author

Video Recording

Please follow the step-by-step guide “Guideline for Pre-recording Your Presentation” to record your video. You are encouraged to use the Congress PowerPoint template and virtual background templates provided for your presentation.

Regulations

- Only one video is allowed for each accepted abstract.
- Material presented in videos should not violate any copyright laws. If videos/figures/graphics/images have been taken from sources not copyrighted by the author, it is the author’s sole responsibility to secure the rights from the copyright holder in writing to reproduce those videos/figures/graphics/images for both worldwide print and web publication. All reproduction costs charged by the copyright holder must be borne by the author.
- To ensure quality, video submissions will be reviewed by the Organising Committee and dependent on quality will be accepted for the final programme of the virtual conference.
- Accepted abstracts of authors who fail to submit their videos by the deadline will not be included in the programme nor publication.

Video Submission

Please save your file name of pre-recorded video as follows and upload the file to the dropbox link:

- **Date _Session Start Time_Paper Number_Last Name.mp4** (e.g.: 25Jun_0900_027_Smith.mp4)

The [Dropbox Submission Portal](#) will be closed on **30 May 2022 at 11:59pm (Hong Kong Time, GMT+8)**. Please note that changes on all the files are not allowed after the submission deadline. **Do not wait until last minute to make your recording(s).**

To facilitate our smooth arrangement, if you decide **NOT** to present your abstract, kindly inform us your paper ID by email as soon as possible.

Enquiries

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