



Oral Session Presentation Guidelines

Thank you for participating as a Session Presenter during the 2021 Virtual Denver X-ray Conference. The virtual event will be hosted on the Whova Event App, accessible by mobile or desktop.

General Guidelines

- **All presentations should be pre-recorded and are due by 1 July 2021**
- The DXC program will follow a “roll-out” schedule during the conference week of August 2nd to August 6th. New workshop and session content will be added each day. After a session premieres on the app, it will be available to registered attendees for on-demand viewing until 1 October 2021. Attendees can post a question at any time, up until 1 October. Please keep an eye on your presentation’s chat periodically.
- Plenary speakers receive 45 minutes for their presentations.
- Invited speakers receive 30 minutes for their presentations.
- Contributed speakers receive 20 minutes for their presentations.
- For your convenience, a DXC Virtual Background for video recordings is available: [DXC Virtual Background](#). The background is optional, not mandatory.
- **Please note that all presentations must be a video file in MP4 format.**

Technical Requirements

- Resolution must be 1080p (1920 x 1080)
- All videos must be encoded as an MP4
- Videos must be in a 16:9 aspect ratio.
- File size MAY NOT EXCEED 500 MB

Tips and Tricks

- Include a brief introduction with your video on, followed by slides of your presentation.
- There are many ways to record a presentation. We suggest using Zoom software to record yourself or using PowerPoint to create a narrated PowerPoint presentation. Zoom is not required, you may use other platforms such as WebEx, BlueJeans, etc.
 - [Click here to learn how to record a Zoom presentation](#)
- Please use the best quality camera/microphone you have access to.
- Audio quality is as important as image quality to the overall impact of your video.
- Find good lighting for your face – no backlighting.
- Please use a blank background or make sure your background is tidy. The [DXC Virtual Background](#) is also an option.
- Leave the upper right side of your screen share document empty so that you don’t block your information if your video is on during your presentation.

Uploading Your Video

Be sure to upload your presentation **by 1 July**. If you are unable to make this deadline, please inform Steph Jennings (sjennings@icdd.com) as soon as possible with the date by which your presentation will be available. We will do our best to ensure the presentation is included in the virtual conference but cannot offer guarantees after 1 July.

Please note: Your presentation will have short DXC branded Intro and Exit sections added which will include your name, affiliation, and DXC session. The information will be pulled from the General Information Form that you completed when submitting your abstract.

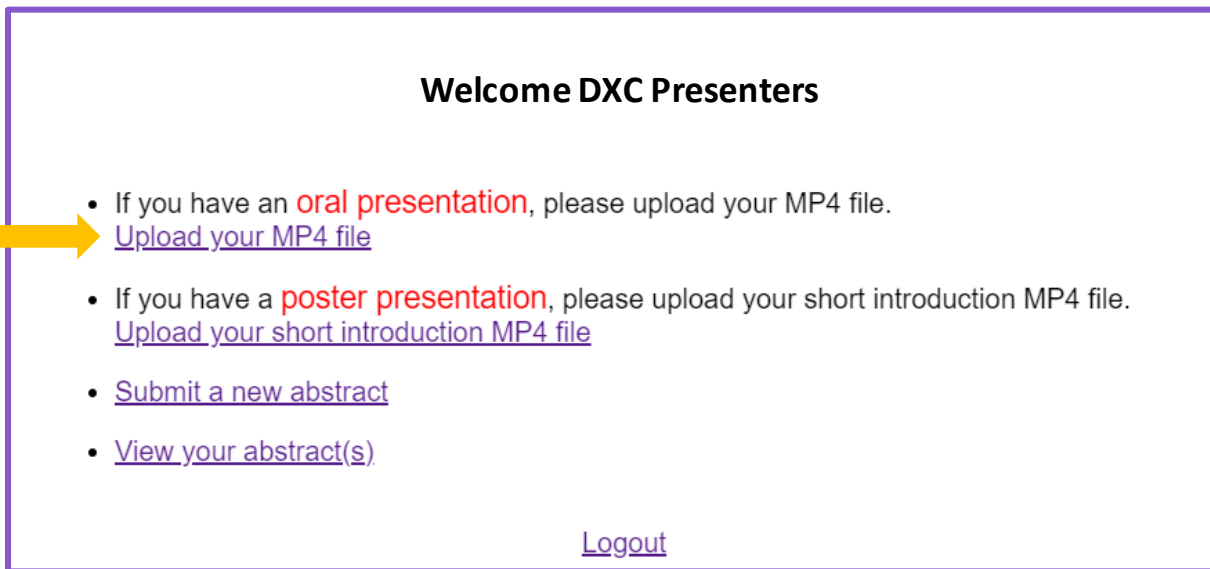
Upload Instructions:

1. Please go to <https://www.dxcicdd.com/dxc-login/> and login with the credentials you created when uploading your abstract. If you forgot your password, click “Forgot Your Password?” and follow the steps to retrieve your password.
2. Once you login, you will see “Welcome DXC Presenters”. Please click the Oral Presentation link to upload your MP4 file:

Welcome DXC Presenters

- If you have an **oral presentation**, please upload your MP4 file.
[Upload your MP4 file](#)
- If you have a **poster presentation**, please upload your short introduction MP4 file.
[Upload your short introduction MP4 file](#)
- [Submit a new abstract](#)
- [View your abstract\(s\)](#)

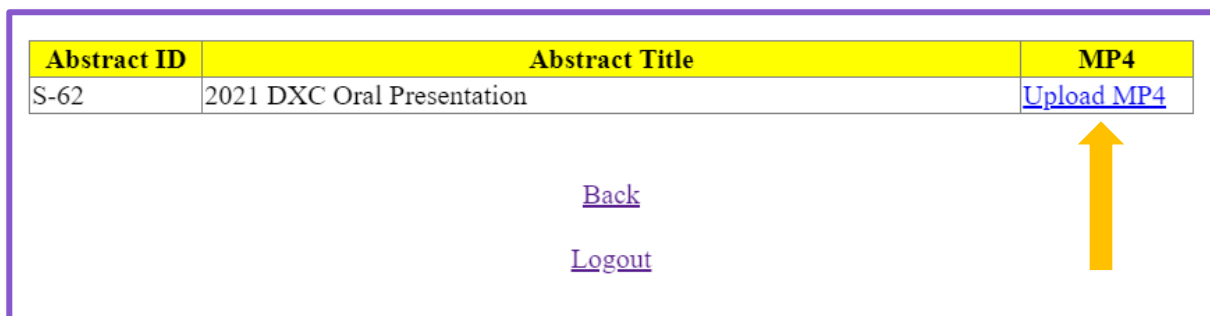
[Logout](#)



3. To the right of your abstract title, click on the button, “Upload MP4.” If you submitted more than one abstract for oral presentation, you should see all of the abstract titles listed, each with its own corresponding “Upload MP4” link.

Abstract ID	Abstract Title	MP4
S-62	2021 DXC Oral Presentation	Upload MP4

[Back](#)
[Logout](#)



4. Upload your MP4. When saving your file before upload – the file to upload must be MP4 format and named with your abstract code, last name, and “session presentation” – i.e. D01_jennings_sessionpresentation. Please be patient as it is a large file. It could take a few minutes for upload, depending on the file size. Please do not click on anything while the upload is taking place.
5. Once your file is uploaded, you will have the option to go “Back” to upload another presentation, if you have more than one abstract. If you have a poster presentation, please see the “Poster Presenter Guidelines” on the DXC website. You will also receive an upload confirmation email from DXC.