Instructions for Video Recording and Virtual Submission

Technical Meeting of the Western States Section of the Combustion Institute
March 21-22, 2022

If you plan to attend the conference remotely, please follow these instructions for submitting your presentation video. For those that attend in-person, you're welcome to submit a prerecorded video or pdf of your presentation as a backup, but this is optional.

Please note that each slot is 20mins, with 15 mins for your oral presentation and 5 mins for discussions. Please adhere to this limit while you prepare your video presentation.

Deadline: Please submit your recorded video not later than March 14, 2022 (6PM PDT)
Contact: Please contact Matt Bonanni (mbonanni@stanford.edu) with any questions to the submission process

Instructions for generating and submitting the video:
1. Record your presentation. To adhere to the program, please restrict your video to 15 min in length. Videos which include a camera view of the presenter are preferred but this is not required.
   a. Suggested options:
      i. Loom: https://www.loom.com/
      ii. Built-in screen recording software
         1. Example (Windows 11): https://www.tomshardware.com/how-to/screen-record-in-windows
         2. Example (macOS): https://support.apple.com/en-us/HT208721
      iii. Start a Zoom or other video meeting, share your screen, and record
      iv. Use PowerPoint's built-in recording functionality
   b. **Videos must be in .mp4 format**
      i. Use conversion software such as HandBrake (https://handbrake.fr/) accordingly if necessary
   c. **Videos must be no larger than 10 GB**
2. Upload your video to the Google Form here: https://forms.gle/pkDLSUhaGNBqZShAA
   a. A Google account is required for upload, but it does not need be associated with the corresponding author's email address.
   b. The following information is required:
      i. Presenter name
      ii. Corresponding author email address
      iii. Presenter affiliation
      iv. Presentation title

     v. Session number
c. The video must be titled in the following format: **<presenter lastname>_<first significant word of presentation title>.mp4**
     i. Example: **ihme_combustion.mp4**