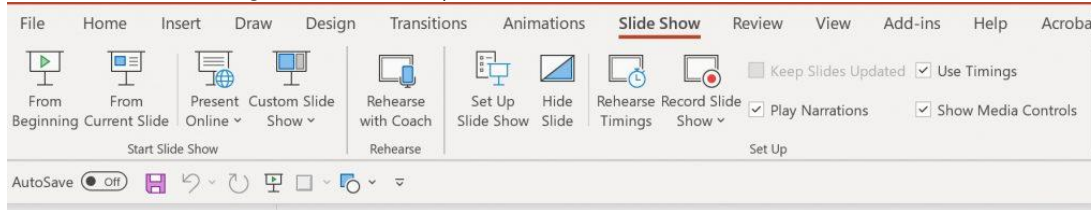




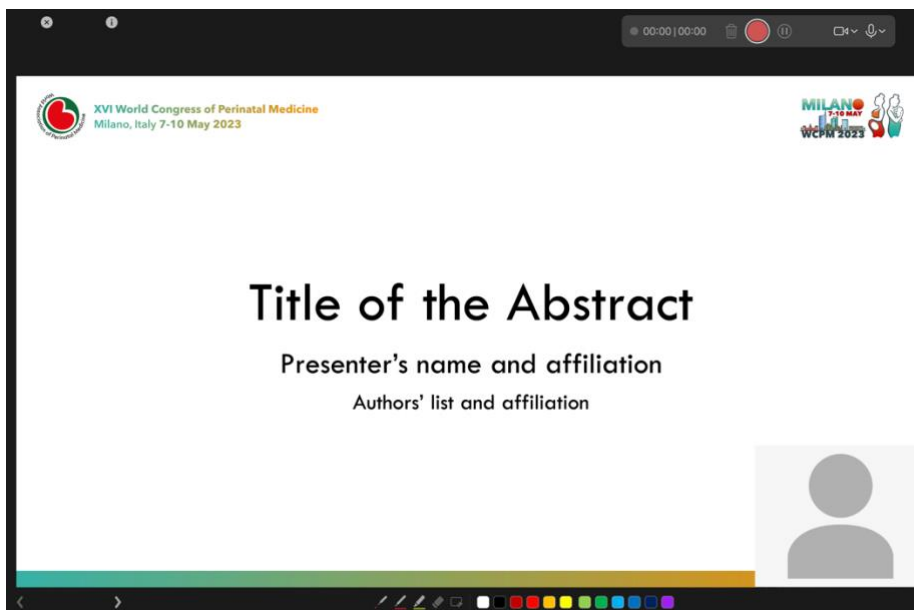
Saving your presentation with PowerPoint

ORAL PRESENTATION

1. Download the PowerPoint template [here](#)
2. Prepare your presentation: with **maximum 5 slides**.
Presentation time is **4 minutes**: longer presentations will be stopped during the congress, for this reason it is crucial you fit in the allotted time.
3. To record the narrations in PowerPoint, start by locating the Slide Show tab on the PowerPoint ribbon. Click the Slideshow tab to change the available options.



4. Make sure you start with the first slide in PowerPoint to record audio, camera, and timings for the entire presentation. When you click Record Slide Show, a new window opens with two options before you start recording. Leave both options checked to record audio commentaries and synchronize slide with timings. Make sure you are ready before you start recording.
5. When you click the Save option, the window below will open: in the top right section check your camera and microphone are activated.





World Congress of Perinatal Medicine

07-10 May 2023



World Association of
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6. Start recording your presentation: you can use the arrow keys on your keyboard to switch between slides while recording. Use the right arrow to jump to the next slide, or the left arrow to move to the previous PowerPoint slide.
7. When the recording is finished, you can calculate the total duration of your presentation by adding the times per slide. It is useful to know that audio and video recording is specific to each slide. When you delete your image on the slide, it will be deleted along with the voice recording. You can re-record specific to this slide. If you delete the slide, the audio-video recording specific to that slide will also be deleted. If the given presentation time exceeds, you can re-record for each slide or delete extra slides.
8. You need to **send your presentation as recorded PowerPoint file** as explained above (**not in video format**) via e-mail to:

Oral Presentations: oral.wcpm2023@symposiacongressi.com

Subject: PowerPoint Oral Presentation - ID [insert here abstract ID]

If your file is more than 25 MB, please use a transfer system such as [wetransfer.com](https://www.wetransfer.com)

POSTER PRESENTATION

1. Download the PowerPoint template [here](#)
2. Prepare your presentation with **1 slide**.
3. **Send your presentation as PowerPoint file via e-mail** to:

Poster Presentations: poster.wcpm2023@symposiacongressi.com

Subject: PowerPoint Poster Presentation - ID [insert here abstract ID]

If your file is more than 25 MB, please use a transfer system such as [wetransfer.com](https://www.wetransfer.com)

Should you need any further information or assistance, please do not hesitate to contact us.



World Congress of Perinatal Medicine 2023 - Organizing Secretariat

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