



Instructions for Pre-recorded Talks

8th International Greenhouse Gas &
Animal Agriculture Conference
June 5 -10, 2022 | Orlando, Florida, USA

Speaker Registration Deadline: March 4, 2022

We are excited you were selected to give a talk in conjunction with GGAA 2022.

GGAA will feature TWO TYPES of oral presentations:

- 1) **In-Person Talks:** These will be presented live during a session at GGAA in Orlando, Florida, USA.
- 2) **Pre-recorded Talks:** These will be pre-recorded in the GGAA virtual studio and viewed on-demand on the virtual platform.

These instructions are for those who will be pre-recording a talk for viewing on the GGAA 2022 virtual platform.

To ensure your presentation is available by the conference date, please carefully review and follow these instructions.

REQUIREMENT TO PRESENT: Speakers must register and pay the fee **by March 4** to confirm participation as a presenter.

PowerPoint Preparation Instructions:

- All presentations should be created in PowerPoint 16 using WIDESCREEN 16:9 formatting.
- If using graphs or figures, embed them in slides as independent objects; do not dynamically link from other programs. If using video or audio files, save all files along with the PPT file into one folder. (MP4, WMV & Quick Time file formats are supported.)
- Speakers are responsible for infringement penalties if they use copywritten material without permission.
- Disable any automatic advance timer in your PowerPoint file.
- Files are limited to **75 MB** or less. Photos for slides may be compressed and saved in a lower resolution to reduce file size.
- When naming your file, save it with your **abstract ID, last name and first name** [EXAMPLE: 12-Smith-John.ppt.]
- <https://conference.ifas.ufl.edu/ggaa/documents/GGAA-2022-Directory-Recorded-Virtual-Talks.pdf>
- [CLICK HERE](#) to view helpful tips for creating impactful presentations, while ensuring visibility and clarity of information.

Pre-recording Your Presentation:

- Remote speakers must pre-record their talk in the GGAA hosted virtual studio **by Friday, May 13.** (see link below)
- Pre-recorded talks will be posted on the virtual platform for viewing by remote attendees. By recording, speakers agree to have their presentation video posted on the virtual platform. ***This is mandatory to participate.***
- Talks may not exceed 15 minutes. As there is no interactive component for Q&A, it is important to include a CONTACT SLIDE at the end of your talk, so attendees can email you with questions.

Remote Speakers must pre-record their talk no later than Friday, May 13, 2022.

- You must make an advance appointment to pre-record your talk in the GGAA hosted virtual studio.
- Appointment times fill up quickly, so we recommend you make your reservation well ahead of time.
- [CLICK HERE TO VIEW IMPORTANT INSTRUCTIONS FOR PRE-RECORDING YOUR TALK IN OUR VIRTUAL STUDIO](#)

Non-Commercial Nature of Sessions: GGAA provides a unique opportunity for open dialogue and creative exchange of ideas. However, speakers and moderators must refrain from the use of brand names or specific product endorsements in their presentations. Under no circumstances can presenters directly promote a product, service, or monetary self-interest.

Conflict of Information: If you have any information that might be a conflict of interest, please ensure you include acknowledgment of the organization or information in your presentation.

Questions? Email: <mailto:bmt@ufl.edu>

Web Site: <http://conference.ifas.ufl.edu/GGAA>