



## Recording Your Presentation

### Overview

GlassCon Global VE is a virtual experience unlike anything the architectural glass & glazing industry has ever experienced. As a presenter:

- Your presentation will be delivered via a pre-recorded video.
- GlassCon is making our video conference call service available to all presenters for video recording.
- A GlassCon Global image will be provided for your background.
- You are also free to record your presentation however you see fit. GlassCon requests the video in an mp4 file format.
- You will need to be available for:
  - A 20-30 minute live video discussion with other presenters and attendees.
    - (The specific date and time will be sent to you as tracks are finalized.)

### GlassCon Video Recording

Here's the info you need to know if you would like to take advantage of the GlassCon video recording service.

- You will need: a computer and a microphone (built in microphones are fine) and your presentation in a sharable format (i.e., PowerPoint)
- When your paper is accepted, the GlassCon Global team will email you a Doodle link. Select a 30-minute time block.
- Once you select a time block, GlassCon will schedule a Zoom "webinar" for you and send you the login information.
- During your time block, log into the scheduled Zoom "webinar" and a GlassCon team member will get you set up as a presenter, make sure you have everything you need and ensure you are able to share your presentation in Zoom. (Download Zoom for free at [www.zoom.us](http://www.zoom.us)).
- The GlassCon team member will also ensure your screen is set up in "side by side" mode, which will allow half of the screen to be your presentation and the other half to be you.
- The webinar will automatically record. Once you have completed your presentation, you're done! The GlassCon team will review the video recording within 24 business hours and follow up with you accordingly.

### Questions?

Contact GlassCon Global at (855) 545-2775 or by email at [info@glassconglobal.com](mailto:info@glassconglobal.com)!