

Live presentations

Accessing Zoom

Green room time

Before every session, you will receive dedicated time to go over last-minute items. The scheduled 15 minutes prior to your session's start time is classified as your 'green room time'. During this time, the session Event Technician will complete a video and audio quality check with you. As a speaker, this is also your chance to confirm pre-arranged presentation elements such as, overall session flow, Q&A organization, and timekeeping with the session chair/moderator.

During your presentation

Below are some tips and tricks to help you have a positive virtual presentation experience.

- Turn off the sound/power on all mobile devices.
- Stay on track by placing a clock or stopwatch within your view.
- Pace yourself.
- Humanize the virtual world with a friendly introduction and thank you.
- When sharing your screen, share the application, not your desktop.
- When describing a slide with images or graphs on it, use descriptive words to explain what the audience is looking at. Do not use words such as "you will see...".
- If there is embedded sound or audio in your presentation, be sure to check off the "**Share computer sound**" checkbox when sharing your screen.
- Take a short pause between presentation slides to gather your thoughts, take a deep breath, or have a sip of water.