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.