

ICAVP 2021 Recording Requirements

Dear keynote speakers,

Welcome to ICAVP 2021 International Conference. We are very honored to invite you as our keynote speakers. The conference will be held from September 3 to 4. We hope you submit a keynote speech, and the recording process and requirements are as follows:

Step1: The ZOOM will be used to record the report. If you have installed this software, you can log in directly; if not, you can download it from the ZOOM official website.

The download link is "https://zoom.us/download#client_4meeting".

Step2: If you have a ZOOM account, you can directly log in, as shown in Figure 1. If not, you can log in with our account, 13801362827@51zoom.com, and the password is "P@ss1234". Since this ZOOM account is about to expire, we hope you can finish recording **before Aug.15**.

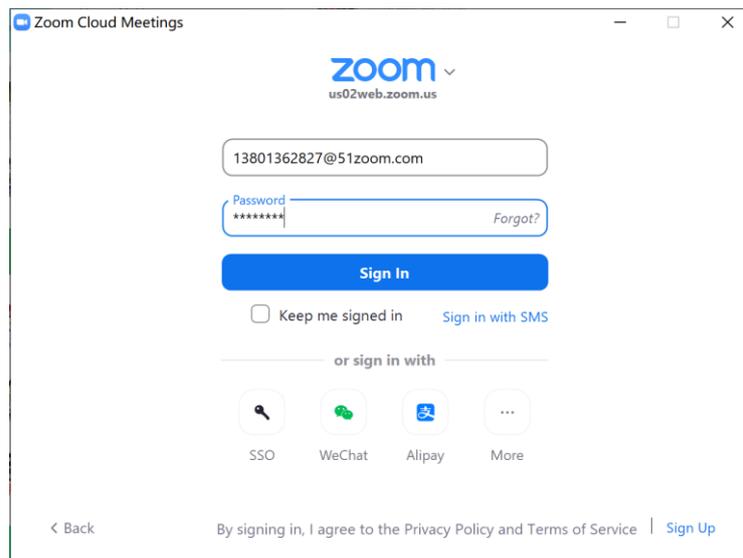


Fig. 1

Step3: After login, you can set recording options, including video settings, audio settings, and recording settings, as shown in Figure 3-Figure 5. **In particular, the "Please video next to the shared screen in the recording" button should be selected in the recording settings, to ensure that the PPT screen and portrait screen are independent of each other.**

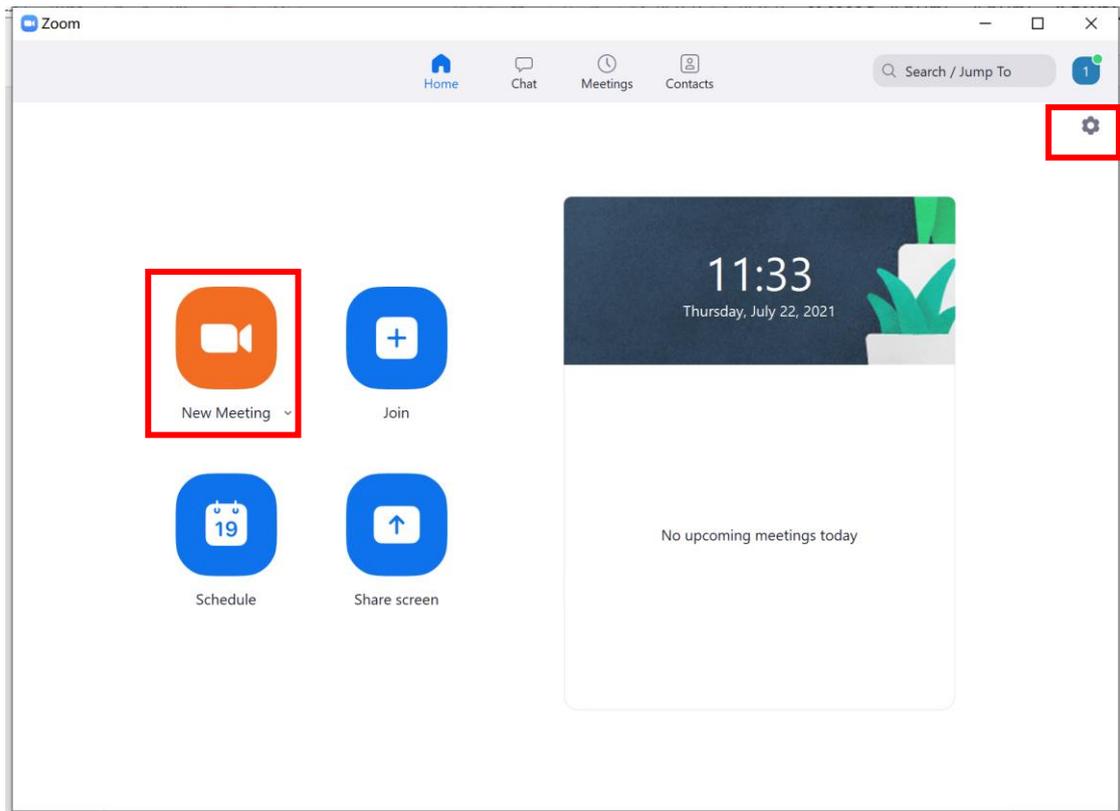


Fig. 2

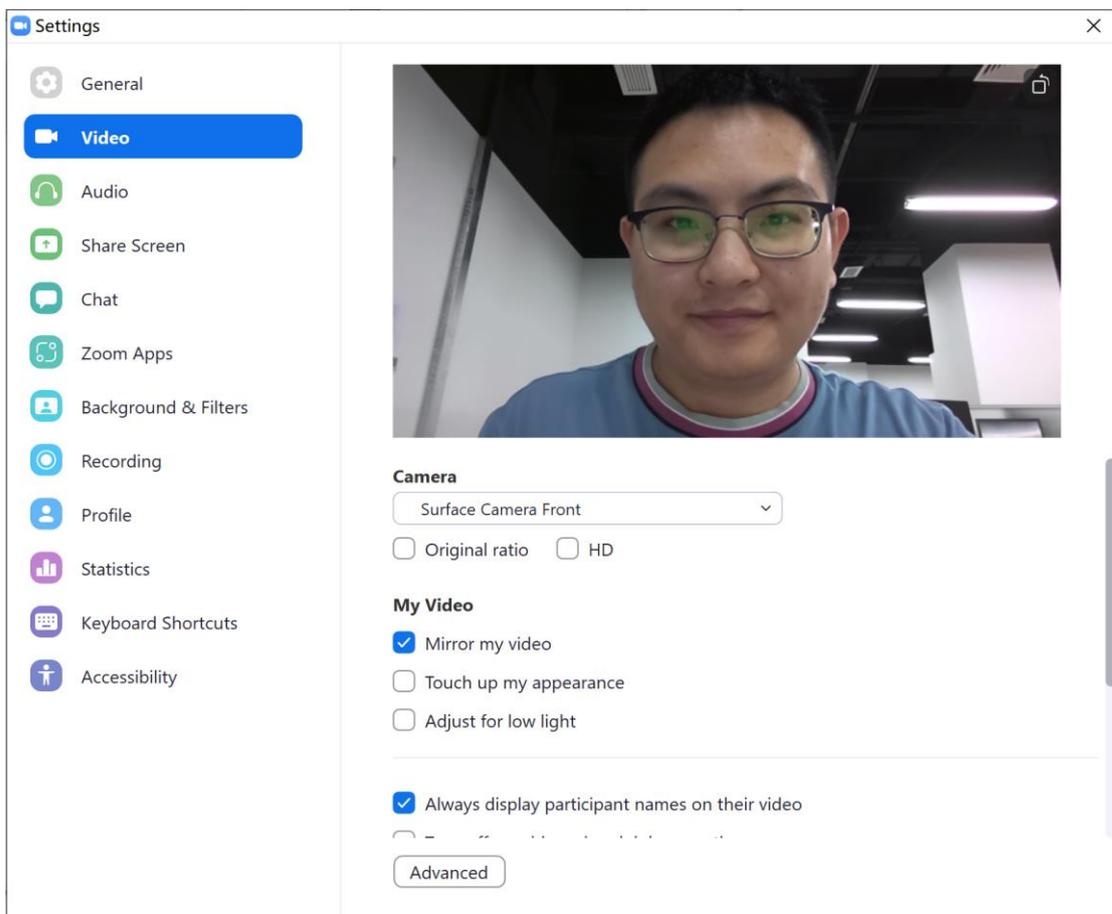


Fig. 3

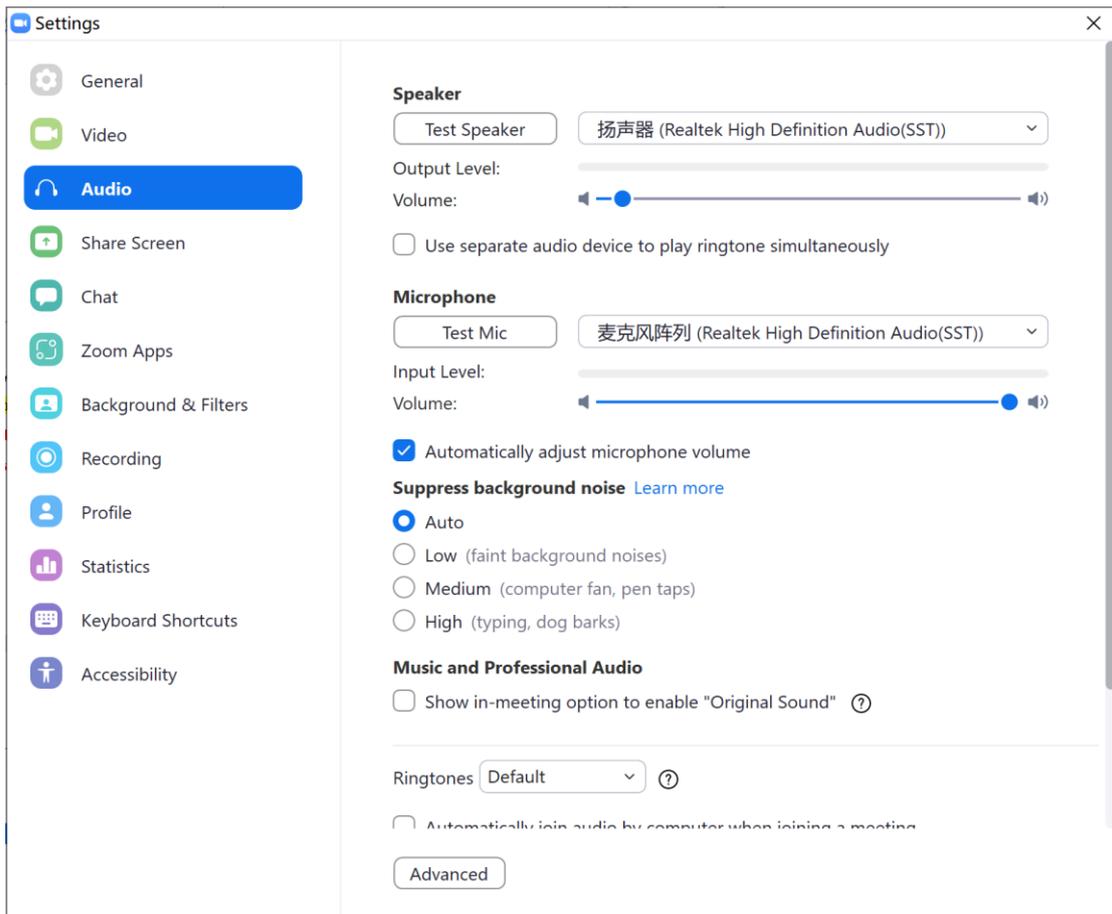


Fig. 4

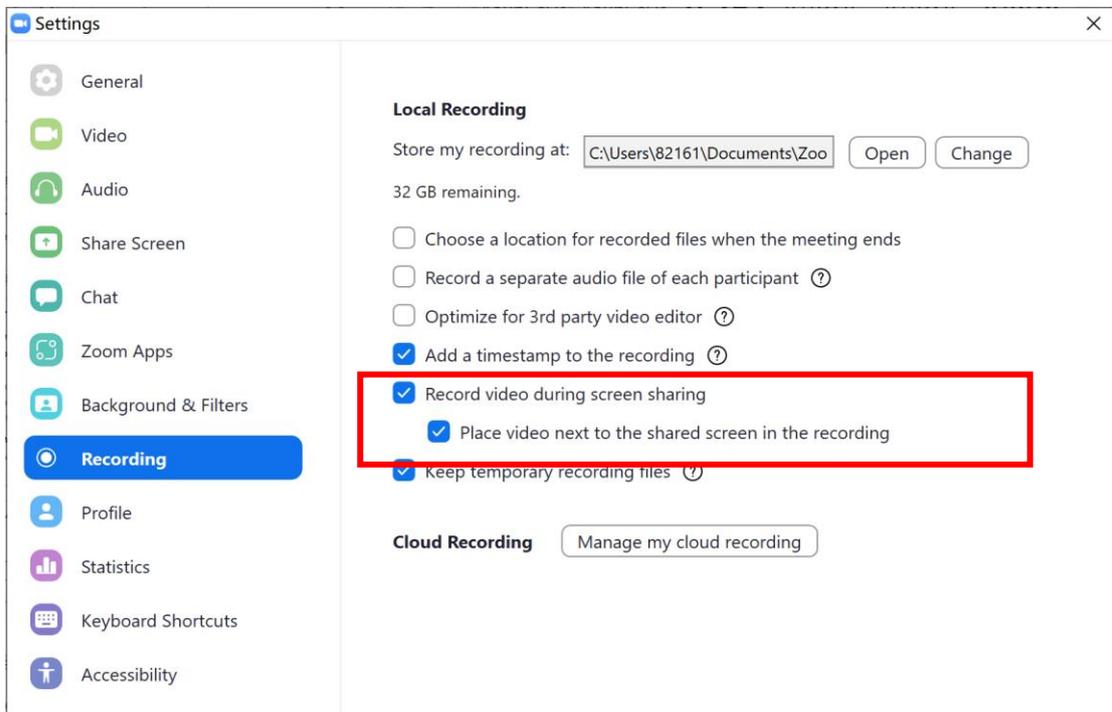


Fig. 5

Step4: After completing the settings, please click the **"New Meeting"** button in Figure. 2 to initiate a meeting, and ensure that no one else will join in. Please debug the camera to make the portrait in the middle of the screen, as shown in Figure 6. Then, click the **"Share Screen"** button and make sure your PPT is error-free, as shown in Figure 7. After checking the above two items, please click the **"Record"** button to start the formal recording, as shown in Figure 8. **You can run a short test to make sure that the screen and sound work, and the final image display will look like Figure 10.**

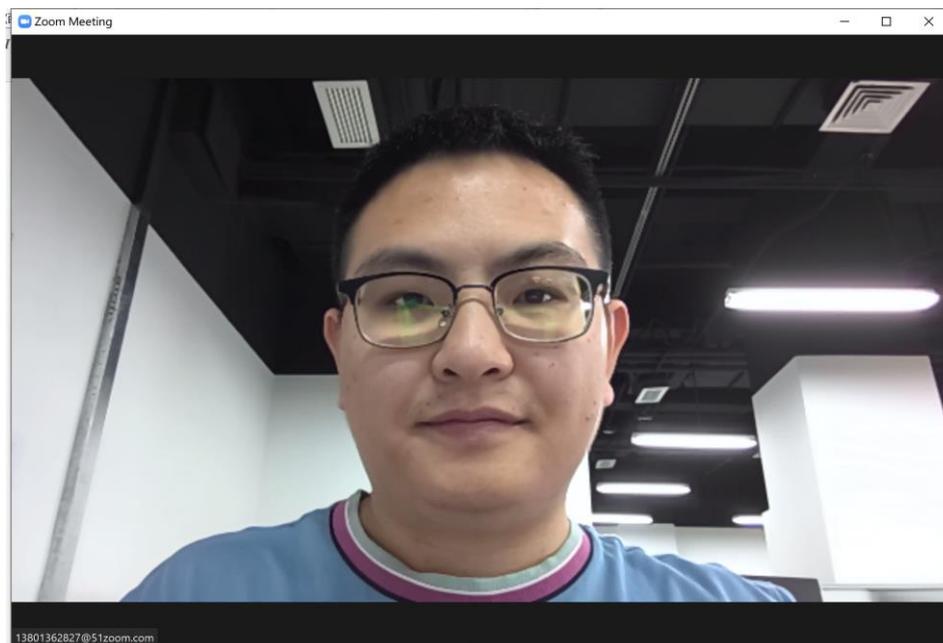


Fig. 6

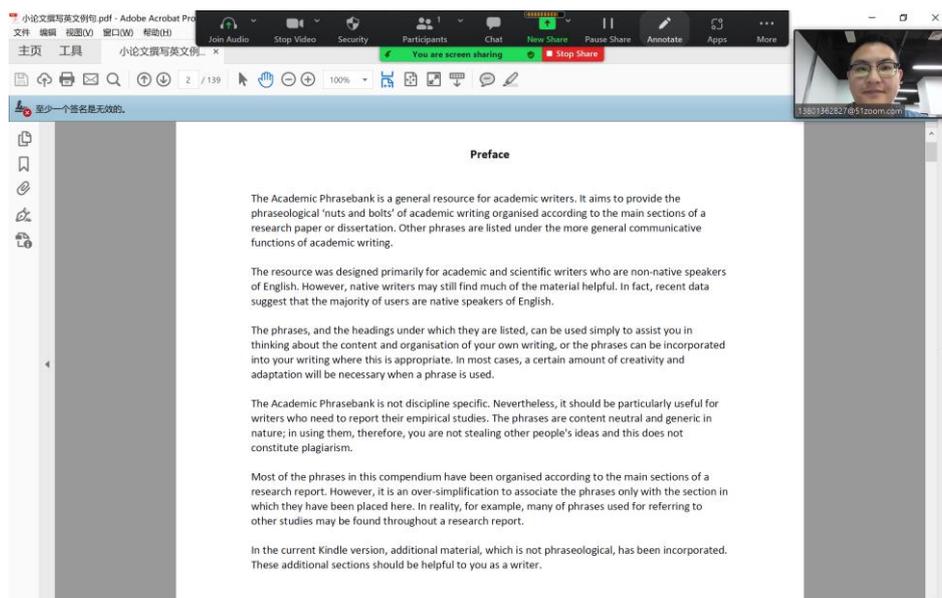


Fig. 7

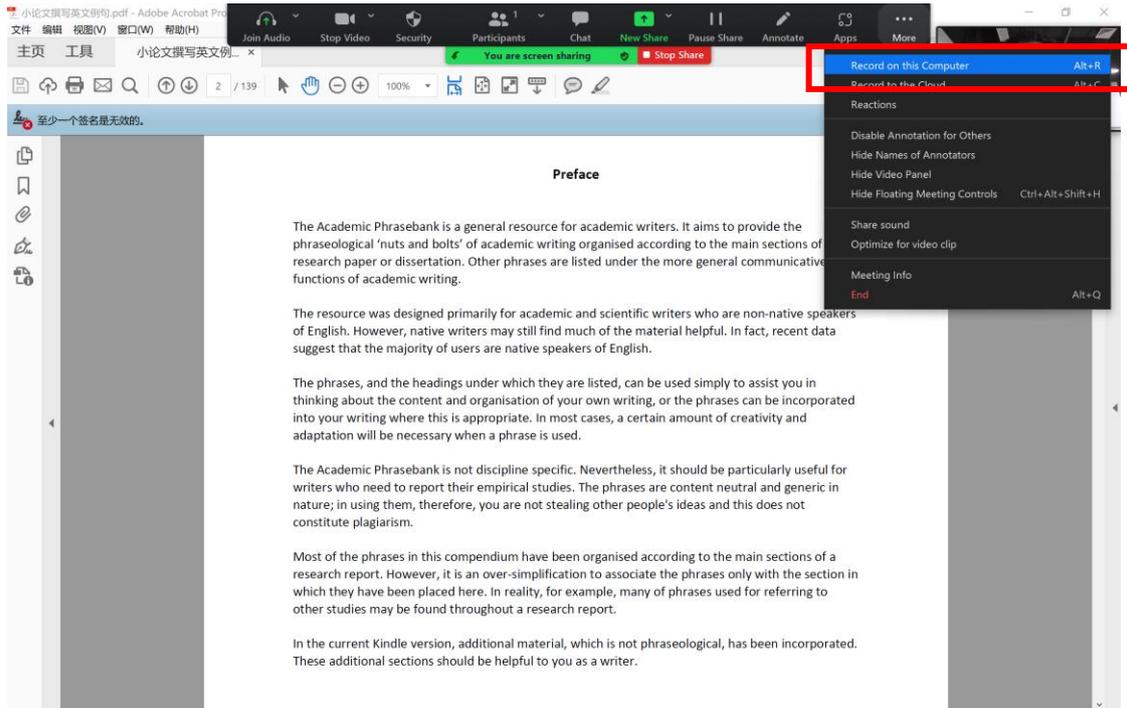


Fig. 8

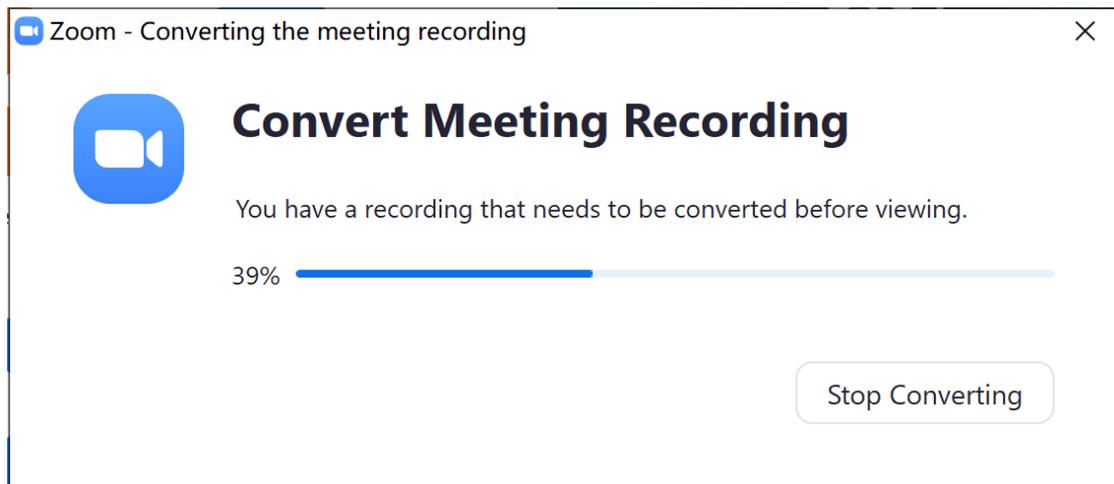


Fig. 9

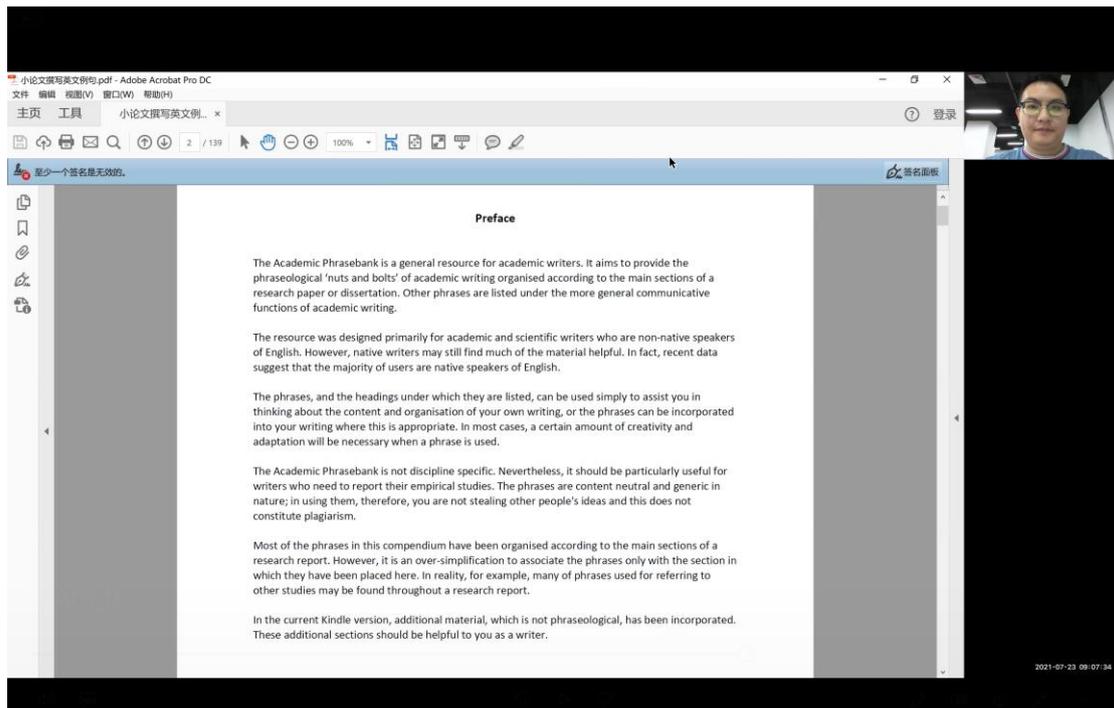


Fig. 10

Step5: The formal recording can begin after the test is complete, **to ensure that the PPT screen and portrait screen are independent of each other, as shown in Fig 10..**

Please note the following points:

- (1) The PPT's length and width ratio is 16:9 and the video format is MP4;
- (2) When recording, please wear a formal suit, and the background needs to be clean or a virtual background can be used;
- (3) You should be in a quiet place and make sure your voice is clear;
- (4) The camera should be adjusted to the position parallel to the line of sight to prevent incomplete screen display or head magnification.

If you have any questions, please do not hesitate to contact us.

Best wishes,

ICAVP 2021